



BERGRIVIER MUNICIPALITY
DRAFT BUDGET / VOORLOPIGE
BEGROTING
2013/2014 – 2014/2015 – 2015/2016

Part 1 – Annual Budget

1.1 Mayor's Report

It is my privilege to table this budget and other related documents for 2013/2014 and the two outer years as prescribed in terms of section 16 of the Municipal Finance Management Act.

As a result of the intensive planning process undertaken through the IDP, the budget presented today is in line with the needs of the communities we serve. The operating budget amounts to R 209.748 million. The bulk of the income is derived from Assessment Rates and User Charges for Services.

The capital budget amounts to just more than R23.219 million. Expenditure out of own funds are R 2.496 million. New loan funding of R1.750 million will be taken up in the financial year. In addition to this, external grants of R 18.973 million are included in this budget. As in previous years, the Municipal Infrastructure Grant (MIG funding) funds the bulk of the externally funded projects.

The committee had decided not to increase the number of employees except for one new post. The following adjustments to the employee related costs were made:

- The general salary increase of 6.85% must be implement
- Notch increases are limited to 2.4%
- All posts appearing on the 2012/2013 organogram that were unfunded remain unfunded
- Overtime, Standby allowances and Acting allowances are cut by 30%
- The new macro structure consists of only three directorates

Given the global economic realities the council tariff increases were limit to 8%.

Management within local government has a significant role to play in strengthening the link between the citizen and government's overall priorities and spending plans. The goal should be to enhance service delivery aimed at improving the quality of life for all people within the Bergrivier Municipality. Budgeting is primarily about the choices that the municipality has to make between competing priorities and fiscal realities. The challenge is to do more with the available resources. We need to remain focused on the effective delivery of the core municipal services through the application of efficient and effective service delivery mechanisms.

The application of sound financial management principles for the compilation of the municipality's financial plan is essential and critical to ensure that Bergrivier Municipality remains financially viable and that sustainable municipal services are provided economically and equitably to all communities.

Our responsibility as a sphere of government is to ensure that the quality of life of all that live and work in Bergrivier Municipality is improved. We will continue to engage in both progressive and meaningful discussions with our communities to shape a clear path from which governance, and development, will draw guidance and direction. The Council will continue to pursue and encourage community participation programmes to ensure our plans are in line with community needs.

The Council will consider all inputs received from the public and other segments on this budget document during May with final approval of the budget at the end of May.

In conclusion, I would like to thank the Municipal Manager, the Chief Financial Officer and the personnel in the Budget Office, Directors and other personnel who were involved in compiling

this IDP and budget. The effort and hard work that have already gone into this have not gone unnoticed and Council would like to express our appreciation to all involved.

1.2 Council Resolutions

On 26 March 2013 the Council of Bergrivier Municipality met in the Council Chambers to consider the annual budget of the municipality for the financial year 2013/14. The Council approved and adopted the following resolutions:

1. The Council of Bergrivier Municipality, acting in terms of section 24 of the Municipal Finance Management Act, (Act 56 of 2003) approves and adopts:
 - 1.1. The annual budget of the municipality for the financial year 2013/14 and the multi-year and single-year capital appropriations as set out in the following tables:
 - 1.1.1. Budgeted Financial Performance (revenue and expenditure by standard classification) – Table A2;
 - 1.1.2. Budgeted Financial Performance (revenue and expenditure by municipal vote) – Table A3;
 - 1.1.3. Budgeted Financial Performance (revenue by source and expenditure by type) – Table A4; and
 - 1.1.4. Multi-year and single-year capital appropriations by municipal vote and standard classification and associated funding by source – Table A5.
 - 1.2. The financial position, cash flow budget, cash-backed reserve/accumulated surplus, asset management and basic service delivery targets are approved as set out in the following tables:
 - 1.2.1. Budgeted Financial Position – Table A6;
 - 1.2.2. Budgeted Cash Flows – Table A7;
 - 1.2.3. Cash backed reserves and accumulated surplus reconciliation – Table A8;
 - 1.2.4. Asset management – Table A9; and
 - 1.2.5. Basic service delivery measurement – Table A10.
2. The Council of Bergrivier Municipality, acting in terms of section 75A of the Local Government: Municipal Systems Act (Act 32 of 2000) approves and adopts with effect from 1 July 2013:
 - 2.1. the tariffs for property rates,
 - 2.2. the tariffs for electricity,
 - 2.3. the tariffs for the supply of water
 - 2.4. the tariffs for sanitation services
 - 2.5. the tariffs for solid waste services
3. The Council of Bergrivier Municipality, acting in terms of 75A of the Local Government: Municipal Systems Act (Act 32 of 2000) approves and adopts with effect from 1 July 2013 the tariffs for other services.
4. To give proper effect to the municipality's annual budget, the Council of Bergrivier Municipality approves:
 - 4.1. That cash backing is implemented through the utilisation of a portion of the revenue generated from property rates to ensure that all capital reserves and provisions, unspent long-term loans and unspent conditional grants are cash backed as required in terms of the municipality's funding and reserves policy as prescribed by section 8 of the Municipal Budget and Reporting Regulations.
 - 4.2. That the municipality be permitted to enter into long-term loans for the funding of the capital programmes in respect of the 2013/14 financial year limited to an amount of

R1.750 million per financial year of the MTREF in terms of Section 46 of the Municipal Finance Management Act.

- 4.3. That the Municipal Manager be authorised to sign all necessary agreements and documents to give effect to the above lending programme.

1.3 Executive Summary

The application of sound financial management principles for the compilation of the Municipality's financial plan is essential and critical to ensure that the Municipality remains financially viable and that municipal services are provided sustainably, economically and equitably to all communities.

The Municipality's business and service delivery priorities were reviewed as part of this year's planning and budget process. Where appropriate, funds were transferred from low- to high-priority programmes so as to maintain sound financial stewardship. A critical review was also undertaken of expenditures on noncore and 'nice to have' items.

The Municipality has embarked on implementing a range of revenue collection strategies to optimize the collection of debt owed by consumers. Furthermore, the Municipality has undertaken various customer care initiatives to ensure the municipality truly involves all citizens in the process of ensuring a people lead government.

National Treasury's MFMA Circular No. 66 and 67 were used to guide the compilation of the 2013/14 MTREF.

The main challenges experienced during the compilation of the 2013/14 MTREF can be summarised as follows:

- The ongoing difficulties in the national and local economy;
- Aging water, roads and electricity infrastructure;
- The need to reprioritise projects and expenditure within the existing resource envelope given the cash flow realities and declining cash position of the municipality;
- The increased cost of bulk water and electricity (due to tariff increases from West Coast District Municipality and Eskom), which is placing upward pressure on service tariffs to residents. Continuous high tariff increases are not sustainable - as there will be point where services will no-longer be affordable;
- Wage increases for municipal staff that continue to exceed consumer inflation, as well as the need to fill critical vacancies;
- Availability of affordable capital/borrowing.

The following budget principles and guidelines directly informed the compilation of the 2013/14 MTREF:

- The 2012/13 Adjustments Budget priorities and targets, as well as the base line allocations contained in that Adjustments Budget were adopted as the upper limits for the new baselines for the 2013/14 annual budget;
- Intermediate service level standards were used to inform the measurable objectives, targets and backlog eradication goals;
- Tariff and property rate increases should be affordable and should generally not exceed inflation as measured by the CPI, except where there are price increases in the inputs of services that are beyond the control of the municipality, for instance the cost of bulk water and electricity. In addition, tariffs need to remain or move towards being cost reflective, and should take into account the need to address infrastructure backlogs;

- There will be no budget allocated to national and provincial funded projects unless the necessary grants to the municipality are reflected in the national and provincial budget and have been gazetted as required by the annual Division of Revenue Act;

The following table is a consolidated overview of the proposed 2013/14 Medium-term Revenue and Expenditure Framework:

Table 1 Consolidated Overview of the 2013/14 MTREF

	Adjusted Budget	Budget Year 2013/14	Budget Year +1 2014/15	Budget Year +2 2015/16
Total Revenue	195,539,900	223,694,990	247,819,183	273,686,589
Total Expenditure	193,784,340	209,748,566	222,534,374	244,360,535
Surplus/(Deficit)	1,755,560	13,946,424	25,284,809	29,326,054
Total Capital Expenditure	19,333,575	23,219,182	50,606,725	55,621,491

Total operating revenue has grown by 14.40 per cent or R28.155 million for the 2013/14 financial year when compared to the 2012/13 Adjustments Budget. For the two outer years, operational revenue will increase by 10.78 and 10.44 per cent respectively, equating to a total revenue growth of R78.146 million over the MTREF when compared to the 2012/13 financial year.

Total operating expenditure for the 2013/14 financial year has been appropriated at R309.748 million and translates into a budgeted surplus of R13.946 million. When compared to the 2012/13 Adjustments Budget, operational expenditure has grown by 8.242 per cent in the 2013/14 budget and by 6.10 and 9.81 per cent for each of the respective outer years of the MTREF. The operating surplus for the two outer years steadily increases to R25.284 million and then stabilise at R29.326 million. These surpluses will be used to fund capital expenditure and to further ensure cash backing of reserves and funds.

The capital budget of R23.219 million for 2013/14 increase with 20.10 per cent when compared to the 2012/13 Adjustment Budget. The capital programme increases to R50.606 million in the 2014/15 financial year and then evens out in 2015/16 to R55.621 million. Borrowing will contribute 7.54, 13.96 and 35.78 per cent of capital expenditure in each of the MTREF years. The balance will be funded from internally generated funds and grants.

1.3.1 Property Rates

Property rates cover the cost of the provision of general services. Determining the effective property rate tariff is therefore an integral part of the municipality's budgeting process.

National Treasury's MFMA Circular No. 51 deals, inter alia with the implementation of the Municipal Property Rates Act, with the regulations issued by the Department of Co-operative Governance. These regulations came into effect on 1 July 2009 and prescribe the rate ratio for the non-residential categories, public service infrastructure and agricultural properties relative to residential properties to be 0,25:1. The implementation of these regulations was done in the previous budget process and the Property Rates Policy of the Municipality has been amended accordingly.

The following stipulations in the Property Rates Policy are highlighted:

- The first R15 000 of the market value of a property used for residential purposes is excluded from the rate-able value (Section 17(h) of the MPRA). In addition to this rebate, a further R5 000 reduction on the market value of a property will be granted in terms of the Municipality's own Property Rates Policy;

- For pensioners, physically and mentally disabled persons, a maximum/total rebate of 50 per cent will be granted to owners of rate-able property. In this regard the following stipulations are relevant:
 - The rate-able property concerned must be occupied only by the applicant and his/her spouse, if any, and by dependants without income;
 - The applicant must submit proof of his/her age and identity and, in the case of a physically or mentally handicapped person, proof of certification by a Medical Officer of Health, also proof of the annual income from a social pension;
 - The applicant's account must be paid in full, or if not, an arrangement to pay the debt should be in place; and
 - The property must be categorized as residential.
- The Municipality may award a 100 per cent grant-in-aid on the assessment rates of rate-able properties of certain classes such as registered welfare organizations, institutions or organizations performing charitable work, sports grounds used for purposes of amateur sport. The owner of such a property must apply to the Chief Financial Officer in the prescribed format for such a grant.

The categories of rate-able properties for purposes of levying rates and the proposed rates for the 2013/14 financial year based on a 8 per cent increase from 1 July 2013 is contained below:

Table 2 Comparison of proposed rates to levied for the 2013/14 financial year

Category	Current Tariff (1 July 2012)	Proposed tariff (from 1 July 2013)
	c	C
Residential properties	.00788	.00851
State owned properties	.00788	.00851
Business & Commercial	.00867	.00936
Agricultural	.00158	.00213

1.3.2 Sale of Water and Impact of Tariff Increases

South Africa faces similar challenges with regard to water supply as it did with electricity, since demand growth outstrips supply. Consequently, National Treasury is encouraging all municipalities to carefully review the level and structure of their water tariffs to ensure:

- Water tariffs are fully cost-reflective – including the cost of maintenance and renewal of purification plants, water networks and the cost associated with reticulation expansion;
- Water tariffs are structured to protect basic levels of service and ensure the provision of free water to the poorest of the poor (indigent); and
- Water tariffs are designed to encourage efficient and sustainable consumption.

In addition National Treasury has urged all municipalities to ensure that water tariff structures are cost reflective by 2014.

Better maintenance of infrastructure, new dam construction and cost-reflective tariffs will ensure that the supply challenges are managed in future to ensure sustainability. West Coast Municipality has increased its bulk tariffs with 3.2 per cent from 1 July 2013.

A tariff increase of 8 per cent from 1 July 2013 for water is proposed. In addition 6 kℓ water per 30-day period will **ONLY** be granted free of charge to indigent residents.

A summary of the proposed tariffs for households (residential) and non-residential are as follows:

Table 3 Proposed Water Tariffs

CATEGORY	CURRENT TARIFFS 2012/13	PROPOSED TARIFFS 2013/14
	Rand per kℓ	Rand per kℓ
RESIDENTIAL		
(i) 0 to 6 kℓ per 30-day period	4.40	4.75
(ii) 7 to 20 kℓ per 30-day period	8.86	9.57
(iii) 21 to 50 kℓ per 30-day period	8.87	9.58
(iv) 51 to 100 kℓ per 30-day period	10.21	11.03
(v) 101 to 200 kℓ per 30-day period	10.73	11.59
(vi) 201 to 1000 kl per 30-day period	11.29	12.19
(vii) 1001 to 1500 kl per 30-day period	9.58	10.35
(viii) 1501 to 2000 kl per 30-day period	8.15	8.8
(ix) More than 2000 kℓ per 30-day period:	6.9	7.45

The tariff structure of the 2012/13 financial year has not been changed. The tariff structure is designed to charge higher levels of consumption a higher rate, steadily increasing to a rate of R12.19 per kilolitre for consumption in excess of 2000kℓ per 30 day period, thereafter the rate decrease.

1.3.3 Sale of Electricity and Impact of Tariff Increases

NERSA has announced the revised bulk electricity pricing structure. A 8. per cent increase in the Eskom bulk electricity tariff to municipalities will be effective from 1 July 2013.

Considering the Eskom increases, the consumer tariff had to be increased by 7.5 per cent to offset the additional bulk purchase cost from 1 July 2013. Furthermore, it should be noted that given the magnitude of the tariff increase, it is expected to depress growth in electricity consumption, which will have a negative impact on the municipality's revenue from electricity.

All consumers will again be granted 50 kWh per 30-day period free of charge.

The following table shows the impact of the proposed increases in electricity tariffs on the water charges for domestic customers:

Table 4 Comparison between current electricity charges and increases (Domestic)

Monthly consumption kWh	Current Tariff	Proposed Tariff	Percentage change
0 - 50	.63	.68	7.5%
51 - 350	.79	.85	7.5%
351 - 600	.90	.97	7.5%
601 +	.98	1.05	7.5%

It should further be noted that NERSA has advised that a stepped tariff structure needs to be implemented from 1 July 2011. The effect thereof will be that the higher the consumption, the higher the cost per kWh. The aim is to subsidise the lower consumption users (mostly the poor). The City has entered into discussions with NERSA regarding the suitability of the NERSA proposed stepped tariffs compared to those already being implemented by the Municipality already. Until the discussions are concluded, the Municipality will maintain the current stepped structure of its electricity tariffs.

The approved budget for the Electricity Division can only be utilised for certain committed upgrade projects and to strengthen critical infrastructure (e.g. substations without back-up supply).

Owing to the high increases in Eskom's bulk tariffs, it is clearly not possible to fund these necessary upgrades through increases in the municipal electricity tariff – as the resultant tariff increases would be unaffordable for the consumers. It is therefore proposed that the taking up of loans as a strategy for funding of the infrastructure be considered and approved to spread the burden over the life span of the assets.

1.3.4 Sanitation and Impact of Tariff Increases

A tariff increase of 8 per cent for sanitation from 1 July 2013 is proposed. This is based on the input cost assumptions related to water. It should be noted that electricity costs contributes approximately 20 per cent of waste water treatment input costs, therefore the higher than CPI increase of 8 per cent for sanitation tariffs. The following factors also contribute to the proposed tariff increase:

- Sanitation charges are calculated according to the percentage water discharged as indicated in the table below;
- Free sanitation will be applicable to registered indigents; and
- The total revenue expected to be generated from rendering this service amounts to R9.826 million for the 2013/14 financial year.

1.3.5 Waste Removal and Impact of Tariff Increases

Currently solid waste removal is operating at a deficit. It is widely accepted that the rendering of this service should at least break even, which is currently not the case. The Municipality will have to implement a solid waste strategy to ensure that this service can be rendered in a sustainable manner over the medium to long-term. The main contributors to this deficit are repairs and maintenance on vehicles, increases in general expenditure such as petrol and diesel and the cost of remuneration. A 8 per cent increase in the waste removal tariff is proposed from 1 July 2013. Higher increases will not be viable in 2013/14 owing to the significant increases implemented in previous financial years as well as the overall impact of higher than inflation increases of other services. Any increase higher than 8 per cent would be counter-productive and will result in affordability challenges for individual rates payers raising the risk associated with bad debt.

The following table compares current and proposed amounts payable from 1 July 2013:

Table 5 Comparison between current waste removal fees and increases

	CURRENT TARIFFS 2012/13	PROPOSED TARIFFS 2013/14
Solid Waste removal	R 128.02	R 138.26

1.3.6 Overall impact of tariff increases on households

The following table shows the overall expected impact of the tariff increases on a large and small household, as well as an indigent household receiving free basic services.

Note that in all instances the overall impact of the tariff increases on household's bills has been kept to between 8 and 10 per cent, with the increase for indigent households closer to 7 per cent.

Table 4 MBRR Table SA14 – Household bills

WC013 Bergrivier - Supporting Table SA14 Household bills

Description	Ref	2009/10	2010/11	2011/12	Current Year 2012/13			2013/14 Medium Term Revenue & Expenditure Framework			
		Audited Outcome	Audited Outcome	Audited Outcome	Original Budget	Adjusted Budget	Full Year Forecast	Budget Year 2013/14 % incr.	Budget Year 2013/14	Budget Year +1 2014/15	Budget Year +2 2015/16
Rand/cent											
<u>Monthly Account for Household - 'Middle Income Range'</u>	###										
Rates and services charges:											
Property rates		345.66	370.04	402.34	459.67	459.67	459.67	8.0%	496.42	526.20	568.30
Electricity: Basic levy		80.18	92.20	111.00	128.00	128.00	128.00	7.5%	137.59	145.85	157.52
Electricity: Consumption		540.84	622.00	760.53	854.00	854.00	854.00	7.5%	918.02	973.10	1,050.94
Water: Basic levy		-	-	27.00	31.32	31.32	31.32	8.0%	33.83	36.20	39.09
Water: Consumption		161.77	174.74	183.37	212.72	212.72	212.72	21.4%	258.25	276.33	298.44
Sanitation		75.92	81.99	88.55	94.75	94.75	94.75	8.0%	102.33	110.52	117.15
Refuse removal		95.44	103.07	111.32	128.02	128.02	128.02	8.0%	138.26	149.32	158.28
Other		-	-	-	-	-	-	-	-	-	-
sub-total		1,299.81	1,444.04	1,684.11	1,908.48	1,908.48	1,908.48	9.2%	2,084.70	2,217.51	2,389.72
VAT on Services		133.58	150.36	179.45	202.83	202.83	202.83	9.6%	222.36	236.78	255.00
Total large household bill:		1,433.39	1,594.40	1,863.56	2,111.31	2,111.31	2,111.31	9.3%	2,307.06	2,454.30	2,644.72
% increase/-decrease			11.2%	16.9%	13.3%	-	-	9.3%		6.4%	7.8%
<u>Monthly Account for Household - 'Affordable Range'</u>	###										
Rates and services charges:											
Property rates		244.00	261.20	284.00	328.33	328.33	328.33	8.0%	354.58	375.86	405.93
Electricity: Basic levy		80.18	92.20	111.00	128.00	128.00	128.00	7.5%	137.59	145.85	157.52
Electricity: Consumption		256.19	294.63	334.21	372.00	372.00	372.00	7.5%	399.89	423.88	457.79
Water: Basic levy		-	-	27.00	31.32	31.32	31.32	8.0%	33.83	36.20	39.09
Water: Consumption		128.05	138.34	145.16	168.38	168.38	168.38	24.9%	210.37	225.09	243.10
Sanitation		75.92	81.99	88.55	94.75	94.75	94.75	8.0%	102.33	110.52	117.15
Refuse removal		95.44	103.07	111.32	128.02	128.02	128.02	8.0%	138.26	149.32	158.28
Other		-	-	-	-	-	-	-	-	-	-
sub-total		879.78	971.43	1,101.24	1,250.80	1,250.80	1,250.80	10.1%	1,376.85	1,466.71	1,578.85
VAT on Services		89.01	99.43	114.42	129.15	129.15	129.15	10.8%	143.12	152.72	164.21
Total small household bill:		968.79	1,070.86	1,215.66	1,379.95	1,379.95	1,379.95	10.1%	1,519.97	1,619.43	1,743.06
% increase/-decrease			10.5%	13.5%	13.5%	-	-	10.1%		6.5%	7.6%
<u>Monthly Account for Household - 'Indigent'</u>	###										
<u>Household receiving free basic services</u>											
Rates and services charges:											
Property rates		142.33	152.37	165.67	197.00	197.00	197.00	8.0%	212.75	225.52	243.56
Electricity: Basic levy		-	-	-	-	-	-	-	-	-	-
Electricity: Consumption		172.87	173.68	189.48	237.00	237.00	237.00	7.5%	254.77	270.05	291.66
Water: Basic levy		-	-	-	-	-	-	-	-	-	-
Water: Consumption		94.32	101.93	106.96	124.04	124.04	124.04	8.0%	133.98	143.36	154.83
Sanitation		-	-	-	-	-	-	-	-	-	-
Refuse removal		-	-	-	-	-	-	-	-	-	-
Other		-	-	-	-	-	-	-	-	-	-
sub-total		409.52	427.98	462.11	558.04	558.04	558.04	7.8%	601.50	638.93	690.04
VAT on Services		37.41	38.58	41.50	50.55	50.55	50.55	7.7%	54.42	57.88	62.51
Total small household bill:		446.93	466.56	503.61	608.59	608.59	608.59	7.8%	655.92	696.80	752.55
% increase/-decrease			4.4%	7.9%	20.8%	-	-	7.8%		6.2%	8.0%

1.4 Municipal manager's quality certificate

I J.A. VAN NIEKERK Act, municipal manager of Bergrivier Municipality, hereby certify that the annual budget and supporting documentation have been prepared in accordance with the Municipal Finance Management Act and the regulations made under the Act, and that the annual budget and supporting documents are consistent with the Integrated Development Plan of the municipality.

Print Name J.A. VAN NIEKERK

Municipal manager of Bergrivier Municipality (WC013)

Signature 

Date 22/3/2013

Municipal annual budgets and MTREF & supporting tables

Version 2.5

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national treasury

Department:
National Treasury
REPUBLIC OF SOUTH AFRICA

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Preparation Instructions

Municipality Name: WC013 Bergrivier ▼

CFO Name: J A van Niekerk

Tel:

Fax: 022 913 1406

E-Mail: vanniekerkk@bergmun.org.za

Budget for MTREF starting: 05 July 1905 ▼

Budget Year: 2013/14

Does this municipality have Entities? No ▼

If YES: Identify type of report: ▼

Name Votes & Sub-Votes

Printing Instructions

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Organisational Structure Votes		Complete Votes & Sub-Votes
Vote 1 - Municipal Manager	Vote 1	Municipal Manager
Vote 2 - Finance	1.1	Council
Vote 3 - Corporate Services	1.2	[Name of sub-vote]
Vote 4 - Technical Services	1.3	[Name of sub-vote]
Vote 5 - [NAME OF VOTE 5]	1.4	[Name of sub-vote]
Vote 6 - [NAME OF VOTE 6]	1.5	[Name of sub-vote]
Vote 7 - [NAME OF VOTE 7]	1.6	[Name of sub-vote]
Vote 8 - [NAME OF VOTE 8]	1.7	[Name of sub-vote]
Vote 9 - [NAME OF VOTE 9]	1.8	[Name of sub-vote]
Vote 10 - [NAME OF VOTE 10]	1.9	[Name of sub-vote]
Vote 11 - [NAME OF VOTE 11]	1.10	[Name of sub-vote]
Vote 12 - [NAME OF VOTE 12]	Vote 2	Finance
Vote 13 - [NAME OF VOTE 13]	2.1	Finance
Vote 14 - [NAME OF VOTE 14]	2.2	IT Administration
Vote 15 - [NAME OF VOTE 15]	2.3	[Name of sub-vote]
	2.4	[Name of sub-vote]
	2.5	[Name of sub-vote]
	2.6	[Name of sub-vote]
	2.7	[Name of sub-vote]
	2.8	[Name of sub-vote]
	2.9	[Name of sub-vote]
	2.10	[Name of sub-vote]
	Vote 3	Corporate Services
	3.1	Corporate Services
	3.2	HR Administration
	3.3	Community Services
	3.4	Library & Records
	3.5	Museum
	3.6	Traffic Control
	3.7	Fire Department
	3.8	Holiday Resorts
	3.9	Vehicle Registration
	3.10	Sport facilities and swimming pools
	Vote 4	Technical Services
	4.1	Council Property
	4.2	Refuse Removal
	4.3	Cemetaries
	4.4	Sewerage
	4.5	Stormwater Management
	4.6	Community Parks
	4.7	Planning and Development
	4.8	Water
	4.9	Roads
	4.10	Electricity
	4.11	Building Control
	4.12	Housing

WC013 Bergrivier - Contact Information

A. GENERAL INFORMATION

Municipality	WC013 Bergrivier
Grade	
Province	WC WESTERN CAPE
Web Address	www.bergmun.org.za
e-mail Address	bergmun@telkomsa.net

1 Grade in terms of the Remuneration of Public Office Bearers Act.

B. CONTACT INFORMATION

Postal address:	
P.O. Box	PO Box 60
City / Town	PIKETBERG
Postal Code	7320
Street address	
Building	Municipal Offices
Street No. & Name	13 Church Street
City / Town	PIKETBERG
Postal Code	7320
General Contacts	
Telephone number	022 913 6000
Fax number	022 913 1406

C. POLITICAL LEADERSHIP

Speaker:		Secretary/PA to the Speaker:	
Name	J A Raats	Name	Terry-Anne Wessels
Telephone number	022 931 2121	Telephone number	022 913 6000
Cell number	071 441 5665	Cell number	083 226 8618
Fax number	022 931 2848	Fax number	022 913 1390
E-mail address	raats@intekom.co.za	E-mail address	wesselsta@bergmun.org.za
Mayor/Executive Mayor:		Secretary/PA to the Mayor/Executive Mayor:	
Name	E B Manuel	Name	Terry-Anne Wessels
Telephone number	022 913 6000	Telephone number	022 913 6000
Cell number	078 833 1236	Cell number	083 226 8618
Fax number	022 913 1390	Fax number	022 913 1390
E-mail address	burgemeester@bergmun.org.za	E-mail address	wesselsta@bergmun.org.za
Deputy Mayor/Executive Mayor:		Secretary/PA to the Deputy Mayor/Executive Mayor:	
Name	S M Cafford	Name	Terry-Anne Wessels
Telephone number	022 913 6000	Telephone number	022 913 6000
Cell number	083 274 0641	Cell number	083 226 8618
Fax number	022 913 1390	Fax number	022 913 1390
E-mail address	scrafford@telkomsa.net	E-mail address	wesselsta@bergmun.org.za

D. MANAGEMENT LEADERSHIP

Municipal Manager:		Secretary/PA to the Municipal Manager:	
Name	H Linde	Name	R M Pietersen
Telephone number	022 913 6000	Telephone number	022 913 6000
Cell number	082 448 1231	Cell number	083 655 4738
Fax number	022 913 1406	Fax number	022 913 1406
E-mail address	mm@bergmun.org.za	E-mail address	pietersenr@bergmun.org.za
Chief Financial Officer		Secretary/PA to the Chief Financial Officer	
Name	J A van Niekerk	Name	E Kankowski
Telephone number	022 913 6000	Telephone number	022 913 6000
Cell number	083 272 3828	Cell number	083 234 4802
Fax number	022 913 1406	Fax number	022 913 1406
E-mail address	vanniekerk@bergmun.org.za	E-mail address	kankowskie@bergmun.org.za
Official responsible for submitting financial information			
Name	J P Sass		
Telephone number	022 913 6000		
Cell number	083 272 3809		
Fax number	022 913 1406		
E-mail address	sassj@bergmun.org.za		

WC013 Bergvriev - Table A1 Budget Summary

Description	2009/10	2010/11	2011/12	Current Year 2012/13				2013/14 Medium Term Revenue & Expenditure Framework		
	Audited Outcome	Audited Outcome	Audited Outcome	Original Budget	Adjusted Budget	Full Year Forecast	Pre-audit outcome	Budget Year 2013/14	Budget Year +1 2014/15	Budget Year +2 2015/16
R thousands										
<u>Financial Performance</u>										
Property rates	28,082	30,967	32,930	41,843	41,000	41,000	41,000	46,496	49,750	53,730
Service charges	71,909	79,590	92,521	102,857	97,412	97,412	97,412	112,440	121,039	137,577
Investment revenue	1,889	1,317	873	1,240	500	500	500	300	321	347
Transfers recognised - operational	27,729	23,349	41,100	33,626	29,599	29,599	29,599	32,014	33,043	36,673
Other own revenue	13,690	11,900	10,078	14,158	10,517	10,517	10,517	11,912	12,741	13,785
Total Revenue (excluding capital transfers and contributions)	143,300	147,122	177,501	193,725	179,028	179,028	179,028	203,161	216,895	242,113
Employee costs	52,783	61,244	66,913	76,025	73,431	73,431	73,431	81,035	86,708	93,662
Remuneration of councillors	2,663	3,532	4,094	3,910	4,177	4,177	4,177	4,198	4,492	4,851
Depreciation & asset impairment	9,618	12,315	15,977	15,990	16,704	16,704	16,704	17,225	18,431	19,905
Finance charges	3,473	9,826	9,376	8,920	7,846	7,846	7,846	9,752	10,418	11,251
Materials and bulk purchases	32,434	40,210	49,038	45,593	51,650	51,650	51,650	55,903	60,216	69,675
Transfers and grants	-	1,743	1,784	2,478	3,133	3,133	3,133	2,456	2,628	2,838
Other expenditure	46,969	36,213	52,564	38,651	36,843	36,843	36,843	39,179	39,641	42,178
Total Expenditure	147,940	165,082	199,746	191,567	193,784	193,784	193,784	209,749	222,534	244,361
Surplus/(Deficit)	(4,640)	(17,960)	(22,245)	2,158	(14,756)	(14,756)	(14,756)	(6,587)	(5,640)	(2,248)
Transfers recognised - capital	6,234	18,968	14,922	16,435	16,512	16,512	16,512	20,534	30,924	31,574
Contributions recognised - capital & contributed assets	-	-	-	-	-	-	-	-	-	-
Surplus/(Deficit) after capital transfers & contributions	1,594	1,008	(7,323)	18,593	1,756	1,756	1,756	13,946	25,285	29,326
Share of surplus/ (deficit) of associate	-	-	-	-	-	-	-	-	-	-
Surplus/(Deficit) for the year	1,594	1,008	(7,323)	18,593	1,756	1,756	1,756	13,946	25,285	29,326
<u>Capital expenditure & funds sources</u>										
Capital expenditure	33,443	30,190	26,902	25,023	19,334	19,334	19,334	23,219	48,317	55,621
Transfers recognised - capital	5,418	16,012	14,487	14,986	10,730	10,730	10,730	18,973	28,800	29,321
Public contributions & donations	-	-	-	-	-	-	-	-	-	-
Borrowing	17,350	13,460	3,000	4,650	3,900	3,900	3,900	1,750	7,066	19,900
Internally generated funds	10,674	718	9,415	5,387	4,704	4,704	4,704	2,496	12,451	6,400
Total sources of capital funds	33,443	30,190	26,902	25,023	19,334	19,334	19,334	23,219	48,317	55,621
<u>Financial position</u>										
Total current assets	64,600	58,035	61,986	61,679	47,384	47,384	47,384	48,022	53,089	45,667
Total non current assets	152,172	208,593	272,015	246,312	288,670	272,743	272,743	279,117	309,419	345,551
Total current liabilities	33,685	28,411	36,946	18,575	31,177	31,177	42,050	39,332	42,553	45,081
Total non current liabilities	67,845	89,208	97,267	94,058	106,833	106,833	106,833	102,617	109,481	106,337
Community wealth/Equity	115,242	149,009	199,788	195,358	198,044	182,117	171,243	185,189	210,474	239,800
<u>Cash flows</u>										
Net cash from (used) operating	7,552	17,414	17,752	20,389	36,901	36,901	36,901	31,112	47,438	55,498
Net cash from (used) investing	(33,023)	(36,368)	(24,121)	(25,023)	(42,364)	(42,364)	(42,364)	(23,219)	(48,317)	(55,621)
Net cash from (used) financing	15,576	11,133	1,400	(1,159)	(478)	(478)	(478)	(7,530)	3,316	3,120
Cash/cash equivalents at the year end	22,432	14,611	9,642	9,754	3,702	3,702	3,702	4,065	6,502	9,499
<u>Cash backing/surplus reconciliation</u>										
Cash and investments available	22,425	14,611	9,642	9,754	3,702	3,702	3,702	4,065	6,502	9,499
Application of cash and investments	7,985	(15,898)	(18,083)	(30,783)	(20,569)	(20,569)	(11,968)	(3,271)	(8,868)	1,114
Balance - surplus (shortfall)	14,440	30,508	27,725	40,537	24,271	24,271	15,670	7,337	15,370	8,385
<u>Asset management</u>										
Asset register summary (WDV)	152,132	208,335	270,117	246,312	288,670	272,743	279,117	279,117	309,419	345,551
Depreciation & asset impairment	9,618	12,315	15,977	15,990	16,704	16,704	17,225	17,225	18,431	19,905
Renewal of Existing Assets	-	-	-	2,245	2,000	2,000	2,000	2,507	3,726	3,637
Repairs and Maintenance	8,462	4,548	2,965	5,526	5,526	5,526	5,727	5,727	6,068	6,307
<u>Free services</u>										
Cost of Free Basic Services provided	5,520	8,673	9,516	11,287	11,287	11,287	10,533	10,533	11,248	12,147
Revenue cost of free services provided	8,053	10,007	11,213	12,982	12,982	12,982	11,485	11,485	12,276	13,259
<u>Households below minimum service level</u>										
Water:	-	-	-	-	-	-	-	-	-	-
Sanitation/sewerage:	-	-	-	-	-	-	-	-	-	-
Energy:	-	-	-	-	-	-	-	-	-	-
Refuse:	-	-	-	-	-	-	-	-	-	-

WC013 Bergrivier - Table A2 Budgeted Financial Performance (revenue and expenditure by standard classification)

Standard Classification Description	Ref	2009/10	2010/11	2011/12	Current Year 2012/13			2013/14 Medium Term Revenue & Expenditure Framework		
		Audited Outcome	Audited Outcome	Audited Outcome	Original Budget	Adjusted Budget	Full Year Forecast	Budget Year 2013/14	Budget Year +1 2014/15	Budget Year +2 2015/16
R thousand	###									
Revenue - Standard										
<i>Governance and administration</i>		51,509	56,222	59,418	76,426	69,668	69,668	77,448	83,924	91,468
Executive and council		14,977	18,804	20,727	23,616	23,533	23,533	25,730	28,532	31,685
Budget and treasury office		34,185	35,833	37,875	47,310	45,567	45,567	51,039	54,666	58,998
Corporate services		2,346	1,584	816	5,500	568	568	679	727	785
<i>Community and public safety</i>		17,451	14,199	26,230	9,756	7,493	7,493	15,531	24,249	24,888
Community and social services		754	803	3,519	3,916	3,926	3,926	4,298	4,468	4,776
Sport and recreation		3,863	2,671	3,282	2,819	2,526	2,526	3,142	3,362	3,631
Public safety		2,260	1,517	121	341	527	527	727	778	840
Housing		10,574	9,208	19,308	2,681	514	514	7,364	15,641	15,641
Health		-	-	-	-	-	-	-	-	-
<i>Economic and environmental services</i>		3,193	3,649	3,665	4,493	4,465	4,465	4,726	3,930	4,245
Planning and development		358	578	580	417	375	375	411	440	475
Road transport		2,835	3,071	3,085	4,076	4,090	4,090	4,315	3,490	3,770
Environmental protection		-	-	-	-	-	-	-	-	-
<i>Trading services</i>		77,381	92,020	103,110	119,484	113,914	113,914	125,990	135,716	153,087
Electricity		46,361	51,774	60,424	72,933	66,880	66,880	73,259	79,115	92,299
Water		12,025	13,324	14,845	16,170	16,367	16,367	20,547	21,986	23,744
Waste water management		8,380	15,202	16,513	18,758	18,788	18,788	19,908	21,480	22,857
Waste management		10,615	11,721	11,328	11,622	11,879	11,879	12,276	13,135	14,186
<i>Other</i>	###	-	-	-	-	-	-	-	-	-
Total Revenue - Standard	###	149,534	166,090	192,423	210,160	195,540	195,540	223,695	247,819	273,687
Expenditure - Standard										
<i>Governance and administration</i>		32,656	39,901	44,609	42,768	46,430	46,430	47,150	49,347	51,976
Executive and council		11,678	11,589	15,895	12,786	17,206	17,206	18,433	19,461	20,768
Budget and treasury office		9,364	8,676	10,805	12,169	10,636	10,636	9,890	10,142	9,887
Corporate services		11,613	19,636	17,909	17,814	18,589	18,589	18,827	19,745	21,321
<i>Community and public safety</i>		27,034	24,134	41,948	22,324	21,494	21,494	24,305	26,023	27,875
Community and social services		4,745	4,785	5,696	6,791	6,088	6,088	6,863	7,367	7,973
Sport and recreation		7,811	9,182	9,296	10,342	9,332	9,332	10,433	11,157	11,802
Public safety		3,903	3,991	4,717	3,751	4,629	4,629	6,056	6,480	6,999
Housing		10,574	6,176	22,239	1,441	1,445	1,445	953	1,019	1,101
Health		-	-	-	-	-	-	-	-	-
<i>Economic and environmental services</i>		17,123	18,633	19,726	25,989	23,305	23,305	25,334	25,891	27,962
Planning and development		1,862	2,243	2,387	2,999	2,659	2,659	3,031	3,243	3,502
Road transport		15,261	16,390	17,339	22,990	20,646	20,646	22,304	22,648	24,460
Environmental protection		-	-	-	-	-	-	-	-	-
<i>Trading services</i>		71,127	82,414	93,463	100,486	102,556	102,556	112,960	121,273	136,547
Electricity		42,402	51,492	60,410	60,277	65,084	65,084	72,854	78,515	90,365
Water		10,767	12,122	11,890	16,758	14,268	14,268	15,884	16,993	18,352
Waste water management		5,132	6,981	7,044	9,396	8,079	8,079	8,025	8,453	9,163
Waste management		12,827	11,819	14,118	14,055	15,126	15,126	16,196	17,313	18,668
<i>Other</i>	###	-	-	-	-	-	-	-	-	-
Total Expenditure - Standard	###	147,940	165,082	199,746	191,567	193,784	193,784	209,749	222,534	244,361
Surplus/(Deficit) for the year		1,594	1,008	(7,323)	18,593	1,756	1,756	13,946	25,285	29,326

WC013 Bergrivier - Table A3 Budgeted Financial Performance (revenue and expenditure by municipal vote)

Vote Description	Ref	2009/10	2010/11	2011/12	Current Year 2012/13			2013/14 Medium Term Revenue & Expenditure Framework		
R thousand		Audited Outcome	Audited Outcome	Audited Outcome	Original Budget	Adjusted Budget	Full Year Forecast	Budget Year 2013/14	Budget Year +1 2014/15	Budget Year +2 2015/16
Revenue by Vote	###									
Vote 1 - Municipal Manager		14,977	18,804	20,727	23,616	23,533	23,533	25,730	28,532	31,685
Vote 2 - Finance		34,185	35,833	37,875	47,310	45,567	45,567	51,039	54,666	58,998
Vote 3 - Corporate Services		9,508	8,209	9,288	10,460	10,202	10,202	11,515	12,190	13,116
Vote 4 - Technical Services		90,863	103,244	124,533	128,773	116,238	116,238	135,411	152,432	169,888
Total Revenue by Vote	###	149,534	166,090	192,423	210,160	195,540	195,540	223,695	247,819	273,687
Expenditure by Vote to be appropriated	###									
Vote 1 - Municipal Manager		11,678	11,589	15,895	12,786	17,206	17,206	18,433	19,461	20,768
Vote 2 - Finance		9,764	9,205	10,799	12,169	10,636	10,636	9,890	10,142	9,887
Vote 3 - Corporate Services		21,650	27,400	28,186	29,722	28,638	28,638	32,760	34,670	37,211
Vote 4 - Technical Services		104,847	116,888	144,866	136,890	137,304	137,304	148,666	158,262	176,495
Total Expenditure by Vote	###	147,940	165,082	199,746	191,567	193,784	193,784	209,749	222,534	244,361
Surplus/(Deficit) for the year	###	1,594	1,008	(7,323)	18,593	1,756	1,756	13,946	25,285	29,326

WC013 Bergrivier - Table A4 Budgeted Financial Performance (revenue and expenditure)

Revenue By Source									2013/14 Medium Term Revenue & Expenditure Framework		
Description	Ref	2009/10	2010/11	2011/12	Current Year 2012/13				Budget Year 2013/14	Budget Year +1 2014/15	Budget Year +2 2015/16
R thousand	###	Audited Outcome	Audited Outcome	Audited Outcome	Original Budget	Adjusted Budget	Full Year Forecast	Pre-audit outcome			
Property rates	###	28,082	30,967	32,930	41,843	41,000	41,000	41,000	46,496	49,750	53,730
Property rates - penalties & collection charges		-	-	-	-	-	-	-	-	-	-
Service charges - electricity revenue	###	44,508	48,898	58,070	66,185	60,079	60,079	60,079	70,423	75,956	88,776
Service charges - water revenue	###	10,786	12,020	13,892	15,064	15,316	15,316	15,316	19,350	20,705	22,361
Service charges - sanitation revenue	###	4,833	5,229	5,445	5,548	5,585	5,585	5,585	5,639	6,034	6,516
Service charges - refuse revenue	###	8,276	9,064	9,698	9,897	10,297	10,297	10,297	10,035	10,737	11,596
Service charges - other		3,506	4,379	5,416	6,162	6,135	6,135	6,135	6,993	7,607	8,327
Rental of facilities and equipment		2,570	2,711	2,792	2,847	2,514	2,514	2,514	2,843	3,042	3,285
Interest earned - external investments		1,889	1,317	873	1,240	500	500	500	300	321	347
Interest earned - outstanding debtors		2,314	2,392	2,547	2,756	2,400	2,400	2,400	2,700	2,889	3,145
Dividends received		-	-	-	-	-	-	-	-	-	-
Fines		965	1,520	44	269	505	505	505	705	754	815
Licences and permits		883	1,281	1,347	1,496	1,496	1,496	1,496	1,530	1,637	1,768
Agency services		1,330	1,369	950	1,642	1,642	1,642	1,642	1,754	1,877	2,027
Transfers recognised - operational		27,729	23,349	41,100	33,626	29,599	29,599	29,599	32,014	33,043	36,673
Other revenue	###	5,629	2,432	2,316	5,149	1,960	1,960	1,960	2,380	2,542	2,745
Gains on disposal of PPE		-	195	82	-	-	-	-	-	-	-
Total Revenue (excluding capital transfers and contributions)		143,300	147,122	177,501	193,725	179,028	179,028	179,028	203,161	216,895	242,113
Expenditure By Type											
Employee related costs	###	52,783	61,244	66,913	76,025	73,431	73,431	73,431	81,035	86,708	93,662
Remuneration of councillors		2,663	3,532	4,094	3,910	4,177	4,177	4,177	4,198	4,492	4,851
Debt impairment	###	910	2,423	2,894	1,064	1,064	1,064	1,064	918	1,022	1,104
Depreciation & asset impairment	###	9,618	12,315	15,977	15,990	16,704	16,704	16,704	17,225	18,431	19,905
Finance charges		3,473	9,826	9,376	8,920	7,846	7,846	7,846	9,752	10,418	11,251
Bulk purchases	###	32,434	40,210	49,038	45,593	51,650	51,650	51,650	55,903	60,216	69,675
Other materials	###	-	-	-	-	-	-	-	-	-	-
Contracted services		-	-	-	-	-	-	-	-	-	-
Transfers and grants		-	1,743	1,784	2,478	3,133	3,133	3,133	2,456	2,628	2,838
Other expenditure	4, 5	46,058	33,790	49,671	37,587	35,779	35,779	35,779	38,262	38,619	41,073
Loss on disposal of PPE		-	-	-	-	-	-	-	-	-	-
Total Expenditure		147,940	165,082	199,746	191,567	193,784	193,784	193,784	209,749	222,534	244,361
Surplus/(Deficit)		(4,640)	(17,960)	(22,245)	2,158	(14,756)	(14,756)	(14,756)	(6,587)	(5,640)	(2,248)
Transfers recognised - capital		6,234	18,968	14,922	16,435	16,512	16,512	16,512	20,534	30,924	31,574
Contributions recognised - capital	###	-	-	-	-	-	-	-	-	-	-
Contributed assets		-	-	-	-	-	-	-	-	-	-
Surplus/(Deficit) after capital transfers & contributions		1,594	1,008	(7,323)	18,593	1,756	1,756	1,756	13,946	25,285	29,326
Taxation		-	-	-	-	-	-	-	-	-	-
Surplus/(Deficit) after taxation		1,594	1,008	(7,323)	18,593	1,756	1,756	1,756	13,946	25,285	29,326
Attributable to minorities		-	-	-	-	-	-	-	-	-	-
Surplus/(Deficit) attributable to municipality		1,594	1,008	(7,323)	18,593	1,756	1,756	1,756	13,946	25,285	29,326
Share of surplus/ (deficit) of associate	###	-	-	-	-	-	-	-	-	-	-
Surplus/(Deficit) for the year		1,594	1,008	(7,323)	18,593	1,756	1,756	1,756	13,946	25,285	29,326

WC013 Bergrivier - Table A5 Budgeted Capital Expenditure by vote, standard classification and funding

Vote Description	Ref	2009/10	2010/11	2011/12	Current Year 2012/13				2013/14 Medium Term Revenue & Expenditure Framework		
		Audited Outcome	Audited Outcome	Audited Outcome	Original Budget	Adjusted Budget	Full Year Forecast	Pre-audit outcome	Budget Year 2013/14	Budget Year +1 2014/15	Budget Year +2 2015/16
R thousand	###										
Capital expenditure - Vote											
Multi-year expenditure, to be appropriated	###										
Vote 1 - Municipal Manager		-	-	-	-	-	-	-	-	-	-
Vote 2 - Finance		-	-	-	-	-	-	-	-	-	-
Vote 3 - Corporate Services		-	-	-	50	50	50	50	-	200	100
Vote 4 - Technical Services		-	22,173	-	2,900	500	500	500	-	200	3,000
Capital multi-year expenditure sub-total	###	-	22,173	-	2,950	550	550	550	-	400	3,100
Single-year expenditure to be appropriated	###										
Vote 1 - Municipal Manager		-	-	-	-	-	-	-	5	20	-
Vote 2 - Finance		103	499	1	25	65	65	65	400	30	30
Vote 3 - Corporate Services		8,701	1,651	1,147	1,864	1,611	1,611	1,611	1,502	3,988	1,857
Vote 4 - Technical Services		24,639	5,867	25,753	20,184	17,108	17,108	17,108	21,312	43,879	50,634
Capital single-year expenditure sub-total		33,443	8,017	26,902	22,073	18,784	18,784	18,784	23,219	47,917	52,521
Total Capital Expenditure - Vote		33,443	30,190	26,902	25,023	19,334	19,334	19,334	23,219	48,317	55,621
Capital Expenditure - Standard											
Governance and administration		1,230	24,240	1,102	2,365	602	602	602	859	3,051	1,810
Executive and council		-	22,173	69	-	-	-	-	5	20	-
Budget and treasury office		103	499	1	25	65	65	65	400	30	30
Corporate services		1,127	1,569	1,032	2,340	537	537	537	454	3,001	1,780
Community and public safety		9,470	229	437	4,850	2,124	2,124	2,124	8,793	19,169	17,750
Community and social services		7,213	83	145	282	222	222	222	278	1,223	1,184
Sport and recreation		1,453	146	246	662	569	569	569	1,052	1,236	926
Public safety		361	-	46	1,270	993	993	993	100	1,070	-
Housing		443	-	-	2,636	340	340	340	7,363	15,640	15,640
Health		-	-	-	-	-	-	-	-	-	-
Economic and environmental services		3,072	104	3,090	2,786	2,172	2,172	2,172	1,848	5,516	4,510
Planning and development		-	-	-	9	-	-	-	28	-	-
Road transport		3,072	104	3,090	2,777	2,172	2,172	2,172	1,820	5,516	4,510
Environmental protection		-	-	-	-	-	-	-	-	-	-
Trading services		19,671	5,616	22,273	15,022	14,436	14,436	14,436	11,720	20,581	31,551
Electricity		2,584	3,583	2,090	948	589	589	589	445	1,035	1,260
Water		5,531	-	4,781	1,770	1,697	1,697	1,697	185	3,980	3,030
Waste water management		8,885	-	12,743	11,243	10,965	10,965	10,965	11,084	14,275	21,835
Waste management		2,671	2,034	2,658	1,061	1,185	1,185	1,185	6	1,291	5,426
Other		-	-	-	-	-	-	-	-	-	-
Total Capital Expenditure - Standard	###	33,443	30,190	26,902	25,023	19,334	19,334	19,334	23,219	48,317	55,621
Funded by:											
National Government		3,716	11,796	10,125	10,350	10,350	10,350	10,350	11,293	12,680	13,146
Provincial Government		330	4,126	4,362	4,636	380	380	380	7,681	16,120	16,175
District Municipality		-	-	-	-	-	-	-	-	-	-
Other transfers and grants		1,372	90	-	-	-	-	-	-	-	-
Transfers recognised - capital	###	5,418	16,012	14,487	14,986	10,730	10,730	10,730	18,973	28,800	29,321
Public contributions & donations	###	-	-	-	-	-	-	-	-	-	-
Borrowing	###	17,350	13,460	3,000	4,650	3,900	3,900	3,900	1,750	7,066	19,900
Internally generated funds	###	10,674	718	9,415	5,387	4,704	4,704	4,704	2,496	12,451	6,400
Total Capital Funding	###	33,443	30,190	26,902	25,023	19,334	19,334	19,334	23,219	48,317	55,621

WC013 Bergrivier - Table A6 Budgeted Financial Position

Description	Ref	2009/10	2010/11	2011/12	Current Year 2012/13				2013/14 Medium Term Revenue & Expenditure Framework		
		Audited Outcome	Audited Outcome	Audited Outcome	Original Budget	Adjusted Budget	Full Year Forecast	Pre-audit outcome	Budget Year 2013/14	Budget Year +1 2014/15	Budget Year +2 2015/16
R thousand											
ASSETS											
Current assets											
Cash		22,425	14,611	9,642	9,754	3,702	3,702	3,702	4,065	6,502	9,499
Call investment deposits	###	-	-	-	-	-	-	-	-	-	-
Consumer debtors	###	33,332	37,808	42,382	46,139	39,140	39,140	39,140	36,423	38,454	27,383
Other debtors		8,319	5,368	3,473	5,458	4,249	4,249	4,249	5,770	6,197	6,659
Current portion of long-term receivables		291		2,510		-	-	-	-	-	-
Inventory	###	233	248	3,979	327	293	293	293	1,765	1,936	2,126
Total current assets		64,600	58,035	61,986	61,679	47,384	47,384	47,384	48,022	53,089	45,667
Non current assets											
Long-term receivables		40	258	1,898	-	-	-	-	-	-	-
Investments		-	-	-	-	-	-	-	-	-	-
Investment property		-	14,513	12,427	14,513	12,427	12,427	12,427	12,427	12,427	12,427
Investment in Associate		-	-	-	-	-	-	-	-	-	-
Property, plant and equipment	###	152,132	193,618	257,164	231,492	275,721	259,794	259,794	265,981	295,651	331,781
Agricultural		-	-	-	-	-	-	-	-	-	-
Biological		-	-	-	-	-	-	-	-	-	-
Intangible		-	204	527	307	522	522	522	709	1,340	1,343
Other non-current assets		-	-	-	-	-	-	-	-	-	-
Total non current assets		152,172	208,593	272,015	246,312	288,670	272,743	272,743	279,117	309,419	345,551
TOTAL ASSETS		216,772	266,628	334,002	307,991	336,054	320,127	320,127	327,139	362,508	391,218
LIABILITIES											
Current liabilities											
Bank overdraft	###	-	-	-	-	-	-	-	-	-	-
Borrowing	###	1,932	2,678	2,822	3,448	3,448	3,448	3,448	3,500	3,700	3,900
Consumer deposits		2,022	2,154	2,373	2,262	2,420	2,420	2,420	2,485	2,609	2,739
Trade and other payables	###	23,649	17,397	24,672	7,095	19,362	19,362	30,236	25,846	27,947	29,266
Provisions		6,083	6,182	7,078	5,770	5,947	5,947	5,947	7,502	8,297	9,175
Total current liabilities		33,685	28,411	36,946	18,575	31,177	31,177	42,050	39,332	42,553	45,081
Non current liabilities											
Borrowing		32,782	46,347	48,196	47,985	52,947	52,947	52,947	45,300	48,292	51,082
Provisions		35,063	42,861	49,071	46,073	53,887	53,887	53,887	57,317	61,188	55,255
Total non current liabilities		67,845	89,208	97,267	94,058	106,833	106,833	106,833	102,617	109,481	106,337
TOTAL LIABILITIES		101,530	117,619	134,214	112,633	138,010	138,010	148,884	141,949	152,034	151,418
NET ASSETS	###	115,242	149,009	199,788	195,358	198,044	182,117	171,243	185,189	210,474	239,800
COMMUNITY WEALTH/EQUITY											
Accumulated Surplus/(Deficit)		100,535	144,993	197,519	181,559	192,560	176,633	168,032	172,223	203,759	233,285
Reserves	###	14,707	4,016	2,269	13,799	5,484	5,484	3,211	12,967	6,716	6,516
Minorities' interests		-	-	-	-	-	-	-	-	-	-
TOTAL COMMUNITY WEALTH/EQUITY	###	115,242	149,009	199,788	195,358	198,044	182,117	171,243	185,189	210,474	239,800

WC013 Bergrivier - Table A7 Budgeted Cash Flows

WFOIS Budget Framework - Table A7 Budgeted Cash Flows

Description	Ref	2009/10	2010/11	2011/12	Current Year 2012/13				2013/14 Medium Term Revenue & Expenditure Framework		
		Audited Outcome	Audited Outcome	Audited Outcome	Original Budget	Adjusted Budget	Full Year Forecast	Pre-audit outcome	Budget Year 2013/14	Budget Year +1 2014/15	Budget Year +2 2015/16
R thousand											
CASH FLOW FROM OPERATING ACTIVITIES											
Receipts											
Ratepayers and other		97,074	113,328	126,711	175,330	153,674	153,674	153,674	168,427	177,161	211,452
Government - operating	###	31,393	38,379	33,186	33,626	29,599	29,599	29,599	32,014	33,043	36,673
Government - capital	###	-	9,743	14,487	16,435	16,512	16,512	16,512	18,973	28,800	29,321
Interest		4,204	3,709	3,419	3,996	2,900	2,900	2,900	3,000	3,210	3,492
Dividends		-	-	-	-	-	-	-	-	-	-
Payments											
Suppliers and employees		(121,602)	(143,664)	(154,670)	(200,648)	(154,804)	(154,804)	(154,804)	(175,101)	(177,474)	(206,755)
Finance charges		(3,517)	(4,081)	(5,381)	(5,872)	(7,846)	(7,846)	(7,846)	(13,745)	(14,674)	(15,847)
Transfers and Grants	###	-	-	-	(2,478)	(3,133)	(3,133)	(3,133)	(2,456)	(2,628)	(2,838)
NET CASH FROM/(USED) OPERATING ACTIVITIES		7,552	17,414	17,752	20,389	36,901	36,901	36,901	31,112	47,438	55,498
CASH FLOWS FROM INVESTING ACTIVITIES											
Receipts											
Proceeds on disposal of PPE		-	-	2,202	-	-	-	-	-	-	-
Decrease (Increase) in non-current debtors		-	-	-	-	-	-	-	-	-	-
Decrease (Increase) other non-current receivables		438	(68)	579	-	-	-	-	-	-	-
Decrease (Increase) in non-current investments		-	-	-	-	-	-	-	-	-	-
Payments											
Capital assets		(33,462)	(36,300)	(26,902)	(25,023)	(42,364)	(42,364)	(42,364)	(23,219)	(48,317)	(55,621)
NET CASH FROM/(USED) INVESTING ACTIVITIES		(33,023)	(36,368)	(24,121)	(25,023)	(42,364)	(42,364)	(42,364)	(23,219)	(48,317)	(55,621)
CASH FLOWS FROM FINANCING ACTIVITIES											
Receipts											
Short term loans		-	-	-	-	-	-	-	-	-	-
Borrowing long term/refinancing		17,350	13,452	3,029	4,650	4,962	4,962	4,962	1,750	7,066	19,900
Increase (decrease) in consumer deposits		-	-	-	(210)	158	158	158	65	124	130
Payments											
Repayment of borrowing		(1,774)	(2,319)	(1,628)	(5,599)	(5,599)	(5,599)	(5,599)	(9,345)	(3,874)	(16,911)
NET CASH FROM/(USED) FINANCING ACTIVITIES		15,576	11,133	1,400	(1,159)	(478)	(478)	(478)	(7,530)	3,316	3,120
NET INCREASE/ (DECREASE) IN CASH HELD		(9,896)	(7,822)	(4,968)	(5,792)	(5,940)	(5,940)	(5,940)	363	2,437	2,996
Cash/cash equivalents at the year begin:	###	32,328	22,432	14,611	15,546	9,642	9,642	9,642	3,702	4,065	6,502
Cash/cash equivalents at the year end:	###	22,432	14,611	9,642	9,754	3,702	3,702	3,702	4,065	6,502	9,499

References

1. Local/District municipalities to include transfers from/to District/Local Municipalities
2. Cash equivalents includes investments with maturities of 3 months or less

WC013 Bergrivier - Table A8 Cash backed reserves/accumulated surplus reconciliation

Description	Ref	2009/10	2010/11	2011/12	Current Year 2012/13				2013/14 Medium Term Revenue & Expenditure Framework		
		Audited Outcome	Audited Outcome	Audited Outcome	Original Budget	Adjusted Budget	Full Year Forecast	Pre-audit outcome	Budget Year 2013/14	Budget Year +1 2014/15	Budget Year +2 2015/16
R thousand											
Cash and investments available											
Cash/cash equivalents at the year end	###	22,432	14,611	9,642	9,754	3,702	3,702	3,702	4,065	6,502	9,499
Other current investments > 90 days		(8)	0	0	0	(0)	(0)	(0)	0	(0)	(0)
Non current assets - Investments	###	-	-	-	-	-	-	-	-	-	-
Cash and investments available:		22,425	14,611	9,642	9,754	3,702	3,702	3,702	4,065	6,502	9,499
Application of cash and investments											
Unspent conditional transfers		4,081	5,706	231	-	0	0	0	-	-	-
Unspent borrowing		-	-	-	-	-	-	-	-	-	-
Statutory requirements	###	-	-	-	-	-	-	-	-	-	-
Other working capital requirements	###	(16,886)	(27,745)	(20,582)	(50,352)	(26,053)	(26,053)	(15,179)	(16,238)	(15,584)	(5,402)
Other provisions		6,083	5,025	-	5,770	-	-	-	-	-	-
Long term investments committed	###	-	-	-	-	-	-	-	-	-	-
Reserves to be backed by cash/investments	###	14,707	1,116	2,269	13,799	5,484	5,484	3,211	12,967	6,716	6,516
Total Application of cash and investments:		7,985	(15,898)	(18,083)	(30,783)	(20,569)	(20,569)	(11,968)	(3,271)	(8,868)	1,114
Surplus(shortfall)		14,440	30,508	27,725	40,537	24,271	24,271	15,670	7,337	15,370	8,385

References

1. Must reconcile with Budgeted Cash Flows
2. For example: VAT, taxation
3. Council approval for policy required - include sufficient working capital (e.g. allowing for a % of current debtors > 90 days as uncollectable)
4. For example: sinking fund requirements for borrowing
5. Council approval required for each reserve created and basis of cash backing of reserves

WC013 Bergrivier - Table A9 Asset Management

Description		Ref	2009/10	2010/11	2011/12	Current Year 2012/13			2013/14 Medium Term Revenue & Expenditure Framework		
R thousand			Audited Outcome	Audited Outcome	Audited Outcome	Original Budget	Adjusted Budget	Full Year Forecast	Budget Year 2013/14	Budget Year +1 2014/15	Budget Year +2 2015/16
CAPITAL EXPENDITURE											
Total New Assets		###	33,443	30,275	24,392	22,778	17,294	17,294	20,712	44,591	51,984
Infrastructure - Road transport			9,710	-	5,843	1,157	680	680	95	3,076	6,380
Infrastructure - Electricity			2,107	3,583	2,103	620	350	350	347	890	470
Infrastructure - Water			4,997	-	4,194	1,670	1,592	1,592	100	3,675	2,910
Infrastructure - Sanitation			6,400	-	7,168	10,425	10,356	10,356	10,781	12,422	16,939
Infrastructure - Other			-	2,034	496	-	-	-	-	100	1,000
Infrastructure			23,214	5,616	19,805	13,872	12,978	12,978	11,323	20,163	27,699
Community			1,372	229	170	3,361	569	569	7,706	16,085	16,135
Heritage assets			-	-	-	-	-	-	-	-	-
Investment properties			-	-	-	-	-	-	-	-	-
Other assets		###	8,857	24,345	4,417	5,518	3,724	3,724	1,449	7,583	7,650
Agricultural Assets			-	-	-	-	-	-	-	-	-
Biological assets			-	-	-	-	-	-	-	-	-
Intangibles			-	85	-	27	23	23	235	760	500
Total Renewal of Existing Assets		###	-	-	-	2,245	2,000	2,000	2,507	3,726	3,637
Infrastructure - Road transport			-	-	-	2,080	1,830	1,830	1,810	2,565	2,565
Infrastructure - Electricity			-	-	-	40	40	40	40	80	100
Infrastructure - Water			-	-	-	50	50	50	-	50	-
Infrastructure - Sanitation			-	-	-	-	-	-	-	-	-
Infrastructure - Other			-	-	-	-	-	-	-	10	10
Infrastructure			-	-	-	2,170	1,920	1,920	1,850	2,705	2,675
Community			-	-	-	-	-	-	557	604	637
Heritage assets			-	-	-	-	-	-	-	-	-
Investment properties			-	-	-	-	-	-	-	-	-
Other assets		###	-	-	-	75	80	80	100	417	325
Agricultural Assets			-	-	-	-	-	-	-	-	-
Biological assets			-	-	-	-	-	-	-	-	-
Intangibles			-	-	-	-	-	-	-	-	-
Total Capital Expenditure		###	9,710	-	5,843	3,237	2,510	2,510	1,905	5,641	8,945
Infrastructure - Road transport			2,107	3,583	2,103	660	390	390	387	970	570
Infrastructure - Electricity			4,997	-	4,194	1,720	1,642	1,642	100	3,725	2,910
Infrastructure - Sanitation			6,400	-	7,168	10,425	10,356	10,356	10,781	12,422	16,939
Infrastructure - Other			-	2,034	496	-	-	-	-	110	1,010
Infrastructure			23,214	5,616	19,805	16,042	14,898	14,898	13,173	22,868	30,374
Community			1,372	229	170	3,361	569	569	8,263	16,689	16,772
Heritage assets			-	-	-	-	-	-	-	-	-
Investment properties			-	-	-	-	-	-	-	-	-
Other assets		###	8,857	24,345	4,417	5,593	3,804	3,804	1,549	8,000	7,975
Agricultural Assets			-	-	-	-	-	-	-	-	-
Biological assets			-	-	-	-	-	-	-	-	-
Intangibles			-	85	-	27	23	23	235	760	500
TOTAL CAPITAL EXPENDITURE - Asset class		###	33,443	30,275	24,392	25,023	19,294	19,294	23,219	48,317	55,621
ASSET REGISTER SUMMARY - PPE (WDV)											
Infrastructure - Road transport		###	-	29,972	35,627	-	35,708	37,046	37,071	40,677	47,194
Infrastructure - Electricity			-	23,051	28,452	-	29,541	28,262	27,698	27,715	27,280
Infrastructure - Water			-	29,072	32,614	-	34,566	32,181	31,111	33,210	34,243
Infrastructure - Sanitation			-	23,758	29,282	-	29,509	38,434	47,631	58,170	72,917
Infrastructure - Other			92,508	16,952	15,063	134,138	12,745	9,953	6,340	2,214	(926)
Infrastructure			92,508	122,806	141,038	134,138	142,068	145,876	149,850	161,986	180,708
Community			18,042	9,733	32,272	33,007	29,764	32,409	39,569	54,969	69,762
Heritage assets			60	-	-	-	-	-	-	-	-
Investment properties			-	14,513	12,427	14,513	12,427	12,427	12,427	12,427	12,427
Other assets			41,523	61,079	83,853	64,347	103,889	81,509	76,562	78,697	81,312
Agricultural Assets			-	-	-	-	-	-	-	-	-
Biological assets			-	-	-	-	-	-	-	-	-
Intangibles			-	204	527	307	522	522	709	1,340	1,343
TOTAL ASSET REGISTER SUMMARY - PPE (WDV)		###	152,132	208,335	270,117	246,312	288,670	272,743	279,117	309,419	345,551
EXPENDITURE OTHER ITEMS											
Depreciation & asset impairment			9,618	12,315	15,977	15,990	16,704	16,704	17,225	18,431	19,905
Repairs and Maintenance by Asset Class		###	8,462	4,548	2,965	5,526	5,526	5,526	5,727	6,068	6,307
Infrastructure - Road transport			77	25	325	55	55	55	53	-	-
Infrastructure - Electricity			181	347	(135)	340	340	340	336	359	388
Infrastructure - Water			203	293	(1,191)	339	339	339	349	373	403
Infrastructure - Sanitation			165	196	72	157	157	157	157	168	181
Infrastructure - Other			4,448	-	-	-	-	-	-	-	-
Infrastructure			5,075	861	(929)	891	891	891	895	900	973
Community			6	5	1	7	7	7	5	5	6
Heritage assets			-	-	-	-	-	-	-	-	-
Investment properties			-	-	-	-	-	-	-	-	-
Other assets		6, 7	3,382	3,681	3,894	4,628	4,628	4,628	4,827	5,162	5,329
TOTAL EXPENDITURE OTHER ITEMS			18,080	16,863	18,942	21,516	22,230	22,230	22,952	24,499	26,213
Renewal of Existing Assets as % of total capex			0.0%	0.0%	0.0%	9.0%	10.4%	10.4%	10.8%	7.7%	6.5%
Renewal of Existing Assets as % of deprecn"			0.0%	0.0%	0.0%	14.0%	12.0%	12.0%	14.6%	20.2%	18.3%
R&M as a % of PPE			5.6%	2.3%	1.2%	2.4%	2.0%	2.1%	2.2%	2.1%	1.9%
Renewal and R&M as a % of PPE			6.0%	2.0%	1.0%	3.0%	3.0%	3.0%	3.0%	3.0%	3.0%

WC013 Bergrivier - Table A10 Basic service delivery measurement

Description	Ref	2009/10	2010/11	2011/12	Current Year 2012/13			2013/14 Medium Term Revenue & Expenditure Framework		
		Outcome	Outcome	Outcome	Original Budget	Adjusted Budget	Full Year Forecast	Budget Year 2013/14	Budget Year +1 2014/15	Budget Year +2 2015/16
Household service targets	###									
Water:										
Piped water inside dwelling		8,230	8,472	8,336	8,283	8,319	8,319	8,500	8,580	8,680
Piped water inside yard (but not in dwelling)		-	-	-	-	-	-	-	-	-
Using public tap (at least min.service level)	###	-	-	-	-	-	-	-	-	-
Other water supply (at least min.service level)	###	-	-	-	-	-	-	-	-	-
<i>Minimum Service Level and Above sub-total</i>		8,230	8,472	8,336	8,283	8,319	8,319	8,500	8,580	8,680
Using public tap (< min.service level)	###	-	-	-	-	-	-	-	-	-
Other water supply (< min.service level)	###	-	-	-	-	-	-	-	-	-
No water supply		-	-	-	-	-	-	-	-	-
<i>Below Minimum Service Level sub-total</i>		-	-	-	-	-	-	-	-	-
Total number of households	###	8,230	8,472	8,336	8,283	8,319	8,319	8,500	8,580	8,680
Sanitation/sewerage:										
Flush toilet (connected to sewerage)		6,275	5,803	6,209	6,160	6,345	6,345	6,385	6,465	6,520
Flush toilet (with septic tank)		1,955	2,000	-	2,025	2,025	2,025	2,030	2,050	2,090
Chemical toilet		-	-	-	-	-	-	-	-	-
Pit toilet (ventilated)		-	-	-	-	-	-	-	-	-
Other toilet provisions (> min.service level)		-	-	-	-	-	-	-	-	-
<i>Minimum Service Level and Above sub-total</i>		8,230	7,803	6,209	8,185	8,370	8,370	8,415	8,515	8,610
Bucket toilet		-	-	-	-	-	-	-	-	-
Other toilet provisions (< min.service level)		-	-	-	-	-	-	-	-	-
No toilet provisions		-	-	-	-	-	-	-	-	-
<i>Below Minimum Service Level sub-total</i>		-	-	-	-	-	-	-	-	-
Total number of households	###	8,230	7,803	6,209	8,185	8,370	8,370	8,415	8,515	8,610
Energy:										
Electricity (at least min.service level)		3,100	2,721	3,092	2,600	2,939	2,939	2,900	2,850	2,800
Electricity - prepaid (min.service level)		5,023	5,282	5,393	5,801	5,442	5,442	5,460	5,520	5,630
<i>Minimum Service Level and Above sub-total</i>		8,123	8,003	8,485	8,401	8,381	8,381	8,360	8,370	8,430
Electricity (< min.service level)		-	-	-	-	-	-	-	-	-
Electricity - prepaid (< min. service level)		-	-	-	-	-	-	-	-	-
Other energy sources		-	-	-	-	-	-	-	-	-
<i>Below Minimum Service Level sub-total</i>		-	-	-	-	-	-	-	-	-
Total number of households	###	8,123	8,003	8,485	8,401	8,381	8,381	8,360	8,370	8,430
Refuse:										
Removed at least once a week		8,190	7,913	8,374	8,344	8,308	8,308	8,377	8,457	8,540
<i>Minimum Service Level and Above sub-total</i>		8,190	7,913	8,374	8,344	8,308	8,308	8,377	8,457	8,540
Removed less frequently than once a week		-	-	-	-	-	-	-	-	-
Using communal refuse dump		-	-	-	-	-	-	-	-	-
Using own refuse dump		-	-	-	-	-	-	-	-	-
Other rubbish disposal		-	-	-	-	-	-	-	-	-
No rubbish disposal		-	-	-	-	-	-	-	-	-
<i>Below Minimum Service Level sub-total</i>		-	-	-	-	-	-	-	-	-
Total number of households	###	8,190	7,913	8,374	8,344	8,308	8,308	8,377	8,457	8,540
Households receiving Free Basic Service	###									
Water (6 kilolitres per household per month)		8,230	8,472	8,336	8,283	8,383	8,383	2,336	2,383	2,430
Sanitation (free minimum level service)		1,350	1,387	1,758	1,934	1,972	1,972	2,134	2,347	2,582
Electricity/other energy (50kwh per household per month)		8,123	8,003	8,485	8,401	8,381	8,381	8,635	8,808	8,984
Refuse (removed at least once a week)		1,350	1,578	1,971	2,150	2,159	2,159	2,336	2,570	2,827
Cost of Free Basic Services provided (R'000)	###									
Water (6 kilolitres per household per month)		1,360	1,892	2,483	2,684	2,684	2,684	860	920	993
Sanitation (free sanitation service)		880	1,288	1,690	2,214	2,214	2,214	2,621	2,804	3,029
Electricity/other energy (50kwh per household per month)		2,000	3,649	2,934	2,921	2,921	2,921	3,176	3,376	3,646
Refuse (removed once a week)		1,280	1,844	2,409	3,468	3,468	3,468	3,876	4,147	4,479
Total cost of FBS provided (minimum social package)		5,520	8,673	9,516	11,287	11,287	11,287	10,533	11,248	12,147
Highest level of free service provided										
Property rates (R value threshold)		-	20,000	20,000	-	-	-	20,000	20,000	20,000
Water (kilolitres per household per month)		6	6	6	6	6	6	6	6	6
Sanitation (kilolitres per household per month)		-	-	-	-	-	-	-	-	-
Sanitation (Rand per household per month)		82	82	89	95	95	95	102	111	119
Electricity (kwh per household per month)		50	50	50	50	50	50	50	50	50
Refuse (average litres per week)		-	-	-	-	-	-	-	-	-
Revenue cost of free services provided (R'000)	###									
Property rates (R15 000 threshold rebate)		1,153	1,334	1,697	1,223	1,223	1,223	953	1,029	1,111
Property rates (other exemptions, reductions and rebates)		-	-	-	-	-	-	-	-	-
Water		1,700	1,892	2,483	3,177	3,177	3,177	860	920	993
Sanitation		1,100	1,288	1,690	1,901	1,901	1,901	2,621	2,804	3,029
Electricity/other energy		2,500	3,649	2,934	3,849	3,849	3,849	3,176	3,376	3,646
Refuse		1,600	1,844	2,409	2,832	2,832	2,832	3,876	4,147	4,479
Municipal Housing - rental rebates		-	-	-	-	-	-	-	-	-
Housing - top structure subsidies	###	-	-	-	-	-	-	-	-	-
Other		-	-	-	-	-	-	-	-	-
Total revenue cost of free services provided (total social package)		8,053	10,007	11,213	12,982	12,982	12,982	11,485	12,276	13,259

WC013 Bergrivier - Supporting Table SA1 Supporting detail to 'Budgeted Financial Performance'

WC013 Bergrivier - Supporting Table SA1 Supporting detail to 'Budgeted Financial Performance'											
Description	Ref	2009/10	2010/11	2011/12	Current Year 2012/13				2013/14 Medium Term Revenue & Expenditure Framework		
		Audited Outcome	Audited Outcome	Audited Outcome	Original Budget	Adjusted Budget	Full Year Forecast	Pre-audit outcome	Budget Year 2013/14	Budget Year +1 2014/15	Budget Year +2 2015/16
R thousand											
REVENUE ITEMS:											
Property rates	###										
Total Property Rates		29,181	32,414	34,627	43,645	43,000	43,000	43,000	47,448	50,770	54,831
less Revenue Foregone		1,098	1,447	1,697	1,802	2,000	2,000	2,000	953	1,019	1,101
Net Property Rates		28,082	30,967	32,930	41,843	41,000	41,000	41,000	46,496	49,750	53,730
Service charges - electricity revenue	###										
Total Service charges - electricity revenue		45,540	51,961	61,004	69,106	63,000	63,000	63,000	73,599	79,332	92,422
less Revenue Foregone		1,031	3,063	2,934	2,921	2,921	2,921	2,921	3,176	3,376	3,646
Net Service charges - electricity revenue		44,508	48,898	58,070	66,185	60,079	60,079	60,079	70,423	75,956	88,776
Service charges - water revenue	###										
Total Service charges - water revenue		12,390	13,798	16,375	17,748	18,000	18,000	18,000	20,210	21,624	23,354
less Revenue Foregone		1,604	1,777	2,483	2,684	2,684	2,684	2,684	860	920	993
Net Service charges - water revenue		10,786	12,020	13,892	15,064	15,316	15,316	15,316	19,350	20,705	22,361
Service charges - sanitation revenue											
Total Service charges - sanitation revenue		5,857	6,508	7,135	7,783	7,785	7,785	7,785	8,260	8,838	9,545
less Revenue Foregone		1,024	1,279	1,690	2,235	2,200	2,200	2,200	2,621	2,804	3,029
Net Service charges - sanitation revenue		4,833	5,229	5,445	5,548	5,585	5,585	5,585	5,639	6,034	6,516
Service charges - refuse revenue	###										
Total refuse removal revenue		9,732	10,881	12,106	12,918	13,597	13,597	13,597	13,911	14,885	16,076
Total landfill revenue		-	-	-	-	-	-	-	-	-	-
less Revenue Foregone		1,457	1,817	2,409	3,021	3,300	3,300	3,300	3,876	4,147	4,479
Net Service charges - refuse revenue		8,276	9,064	9,698	9,897	10,297	10,297	10,297	10,035	10,737	11,596
Other Revenue by source											
Fuel levy		-	-	-	-	-	-	-	-	-	-
Other revenue		5,629	2,432	2,316	5,149	1,960	1,960	1,960	2,380	2,542	2,745
Total 'Other' Revenue	###	5,629	2,432	2,316	5,149	1,960	1,960	1,960	2,380	2,542	2,745
EXPENDITURE ITEMS:											
Employee related costs	###										
Basic Salaries and Wages		35,811	41,421	45,406	53,991	50,902	50,902	50,902	57,788	61,837	66,801
Pension and UIF Contributions		9,321	6,830	7,703	9,479	9,351	9,351	9,351	10,380	11,107	11,996
Medical Aid Contributions		-	2,793	3,026	4,214	4,214	4,214	4,214	4,856	5,196	5,612
Overtime		1,988	2,233	2,421	3,127	3,127	3,127	3,127	2,014	2,155	2,327
Performance Bonus		-	-	-	-	-	-	-	-	-	-
Motor Vehicle Allowance		3,680	3,704	3,946	3,725	3,584	3,584	3,584	3,747	4,009	4,329
Cellphone Allowance		-	-	-	-	-	-	-	-	-	-
Housing Allowances		383	431	443	551	551	551	551	437	464	501
Other benefits and allowances		-	-	-	-	-	-	-	-	-	-
Payments in lieu of leave		883	872	994	635	545	545	545	456	488	527
Long service awards		-	(312)	-	93	93	93	93	209	224	242
Post-retirement benefit obligations		716	3,272	2,975	210	1,063	1,063	1,063	1,148	1,228	1,327
sub-total	###	52,783	61,244	66,913	76,025	73,431	73,431	73,431	81,035	86,708	93,662
Less: Employees costs capitalised to PPE		-	-	-	-	-	-	-	-	-	-
Total Employee related costs	###	52,783	61,244	66,913	76,025	73,431	73,431	73,431	81,035	86,708	93,662
Contributions recognised - capital											
List contributions by contract		-	-	-	-	-	-	-	-	-	-
Total Contributions recognised - capital		-	-	-	-	-	-	-	-	-	-
Depreciation & asset impairment											
Depreciation of Property, Plant & Equipment		9,618	12,208	15,936	15,990	16,704	16,704	16,704	17,225	18,431	19,905
Lease amortisation		-	-	-	-	-	-	-	-	-	-
Capital asset impairment		-	107	41	-	-	-	-	-	-	-
Depreciation resulting from revaluation of PPE	###	-	-	-	-	-	-	-	-	-	-
Total Depreciation & asset impairment	###	9,618	12,315	15,977	15,990	16,704	16,704	16,704	17,225	18,431	19,905
Bulk purchases											
Electricity Bulk Purchases		29,547	36,860	45,457	41,961	48,050	48,050	48,050	51,803	55,829	64,937
Water Bulk Purchases		2,887	3,349	3,581	3,632	3,600	3,600	3,600	4,100	4,387	4,738
Total bulk purchases	###	32,434	40,210	49,038	45,593	51,650	51,650	51,650	55,903	60,216	69,675
Transfers and grants											
Cash transfers and grants		-	1,743	1,784	2,478	3,133	3,133	3,133	2,456	2,628	2,838
Non-cash transfers and grants		-	-	-	-	-	-	-	-	-	-
Total transfers and grants	###	-	1,743	1,784	2,478	3,133	3,133	3,133	2,456	2,628	2,838
Contracted services											
List services provided by contract		-	-	-	-	-	-	-	-	-	-
sub-total	###	-	-	-	-	-	-	-	-	-	-
Allocations to organs of state:											
Electricity		-	-	-	-	-	-	-	-	-	-
Water		-	-	-	-	-	-	-	-	-	-
Sanitation		-	-	-	-	-	-	-	-	-	-
Other		-	-	-	-	-	-	-	-	-	-
Total contracted services		-	-	-	-	-	-	-	-	-	-
Other Expenditure By Type											
Collection costs		602	557	211	694	376	376	376	635	679	734
Contributions to 'other' provisions		-	-	-	-	-	-	-	-	-	-
Consultant fees		5,943	6,640	5,743	7,102	5,894	5,894	5,894	6,794	7,136	7,741
Audit fees		1,616	1,738	2,408	2,500	2,500	2,500	2,500	2,700	2,889	3,120
General expenses		12,504	11,194	7,653	10,312	10,412	10,412	10,412	10,268	9,825	10,254
Other Operating Grant Expenditure	###	14,796	6,712	23,244	2,131	2,131	2,131	2,131	3,243	2,458	2,589
Refuse bags		607	708	668	875	809	809	809	985	1,054	1,138
Telephone Cost		1,181	1,106	899	1,091	1,139	1,139	1,139	1,164	1,245	1,345
Valuation Cost		-	381	12	1,120	1,120	1,120	1,120	320	342	370
Services		-	-	3,585	3,644	3,328	3,328	3,328	3,594	3,890	4,202
Fuel		345	205	2,283	2,592	2,545	2,545	2,545	2,833	3,031	3,274
Repairs & Maintenance		8,462	4,548	2,965	5,526	5,526	5,526	5,526	5,727	6,068	6,307
Total 'Other' Expenditure	###	46,058	33,790	49,671	37,587	35,779	35,779	35,779	38,262	38,619	41,073
by Expenditure Item	###										
Employee related costs		-	-	-	-	-	-	-	-	-	-
Other materials		-	-	-	-	-	-	-	-	-	-
Contracted Services		-	-	-	-	-	-	-	-	-	-
Other Expenditure		8,462	4,548	2,965	5,526	5,526	5,526	5,526	5,727	6,068	6,307
Total Repairs and Maintenance Expenditure	###	8,462	4,548	2,965	5,526	5,526	5,526	5,526	5,727	6,068	6,307

WC013 Bergrivier - Supporting Table SA2 Matrix Financial Performance Budget (revenue source/expenditure type and dept.)

Description	Ref	Vote 1 - Municipal Manager	Vote 2 - Finance	Vote 3 - Corporate Services	Vote 4 - Technical Services	Vote 5 - [NAME OF VOTE 5]	Vote 6 - [NAME OF VOTE 6]	Vote 7 - [NAME OF VOTE 7]	Vote 8 - [NAME OF VOTE 8]	Vote 9 - [NAME OF VOTE 9]	Vote 10 - [NAME OF VOTE 10]	Total
R thousand	###											
Revenue By Source												
Property rates		-	46,496	-	-	-	-	-	-	-	-	46,496
Property rates - penalties & collection charges		-	-	-	-	-	-	-	-	-	-	-
Service charges - electricity revenue		-	-	-	70,423	-	-	-	-	-	-	70,423
Service charges - water revenue		-	-	-	19,350	-	-	-	-	-	-	19,350
Service charges - sanitation revenue		-	-	-	5,639	-	-	-	-	-	-	5,639
Service charges - refuse revenue		-	-	-	10,035	-	-	-	-	-	-	10,035
Service charges - other		-	-	-	6,993	-	-	-	-	-	-	6,993
Rental of facilities and equipment		-	-	2,568	275	-	-	-	-	-	-	2,843
Interest earned - external investments		-	300	-	-	-	-	-	-	-	-	300
Interest earned - outstanding debtors		-	2,700	-	-	-	-	-	-	-	-	2,700
Dividends received		-	-	-	-	-	-	-	-	-	-	-
Fines		-	-	705	-	-	-	-	-	-	-	705
Licences and permits		-	-	1,530	-	-	-	-	-	-	-	1,530
Agency services		-	54	1,700	-	-	-	-	-	-	-	1,754
Other revenue		25	189	589	1,577	-	-	-	-	-	-	2,380
Transfers recognised - operational		25,705	1,300	4,018	1,053	-	-	-	-	-	-	32,076
Gains on disposal of PPE		-	-	-	-	-	-	-	-	-	-	-
Total Revenue (excluding capital transfers and contributions)		25,730	51,039	11,110	115,345	-	-	-	-	-	-	203,224
Expenditure By Type												
Employee related costs		6,357	12,309	22,117	40,252	-	-	-	-	-	-	81,035
Remuneration of councillors		4,198	-	-	-	-	-	-	-	-	-	4,198
Debt impairment		-	232	-	685	-	-	-	-	-	-	918
Depreciation & asset impairment		4,715	314	1,100	11,096	-	-	-	-	-	-	17,225
Finance charges		-	204	2,137	7,411	-	-	-	-	-	-	9,752
Bulk purchases		-	-	-	55,903	-	-	-	-	-	-	55,903
Other materials		-	-	-	-	-	-	-	-	-	-	-
Contracted services		-	-	-	-	-	-	-	-	-	-	-
Transfers and grants		2,456	-	-	-	-	-	-	-	-	-	2,456
Other expenditure		707	(3,169)	7,406	33,319	-	-	-	-	-	-	38,262
Loss on disposal of PPE		-	-	-	-	-	-	-	-	-	-	-
Total Expenditure		18,433	9,890	32,760	148,666	-	-	-	-	-	-	209,749
Surplus/(Deficit)		7,297	41,148	(21,650)	(33,320)	-	-	-	-	-	-	(6,525)
Transfers recognised - capital		-	-	405	20,066	-	-	-	-	-	-	20,471
Contributions recognised - capital		-	-	-	-	-	-	-	-	-	-	-
Contributed assets		-	-	-	-	-	-	-	-	-	-	-
Surplus/(Deficit) after capital transfers & contributions		7,297	41,148	(21,245)	(13,254)	-	-	-	-	-	-	13,946

References

1. Departmental columns to be based on municipal organisation structure

WC013 Bergrivier - Supporting Table SA3 Supporting detail to 'Budgeted Financial Position'

Description	Ref	2009/10	2010/11	2011/12	Current Year 2012/13				2013/14 Medium Term Revenue & Expenditure Framework			
		Audited Outcome	Audited Outcome	Audited Outcome	Original Budget	Adjusted Budget	Full Year Forecast	Pre-audit outcome	Budget Year 2013/14	Budget Year +1 2014/15	Budget Year +2 2015/16	
R thousand												
ASSETS												
Call investment deposits												
Call deposits < 90 days	###	-	-	-	-	-	-	-	-	-	-	
Other current investments > 90 days		-	-	-	-	-	-	-	-	-	-	
Total Call investment deposits		-	-	-	-	-	-	-	-	-	-	
Consumer debtors												
Consumer debtors	###	42,307	47,744	54,821	58,011	51,169	51,169	51,169	49,369	52,423	42,456	
Less: Provision for debt impairment		(8,975)	(9,936)	(12,439)	(11,872)	(12,029)	(12,029)	(12,029)	(12,946)	(13,969)	(15,073)	
Total Consumer debtors		33,332	37,808	42,382	46,139	39,140	39,140	39,140	36,423	38,454	27,383	
Debt impairment provision												
Balance at the beginning of the year	###	8,619	8,975	9,936	10,808	10,808	10,808	10,808	12,029	12,946	13,969	
Contributions to the provision		683	2,423	3,008	1,064	1,221	1,221	1,221	918	1,022	1,104	
Bad debts written off		(327)	(1,463)	(505)	-	-	-	-	-	-	-	
Balance at end of year		8,975	9,935	12,439	11,872	12,029	12,029	12,029	12,946	13,969	15,073	
Property, plant and equipment (PPE)												
PPE at cost/valuation (excl. finance leases)	###	213,066	255,818	337,250	322,191	356,521	340,594	340,594	363,578	411,135	466,257	
Leases recognised as PPE		150	476	510	220	510	510	510	510	510	510	
Less: Accumulated depreciation		61,084	62,677	80,596	90,919	81,310	81,310	81,310	98,107	115,993	134,985	
Total Property, plant and equipment (PPE)	###	152,132	193,618	257,164	231,492	275,721	259,794	259,794	265,981	295,651	331,781	
LIABILITIES												
Current liabilities - Borrowing												
Short term loans (other than bank overdraft)	###	-	-	-	-	-	-	-	-	-	-	
Current portion of long-term liabilities		1,932	2,678	2,822	3,448	3,448	3,448	3,448	3,500	3,700	3,900	
Total Current liabilities - Borrowing		1,932	2,678	2,822	3,448	3,448	3,448	3,448	3,500	3,700	3,900	
Trade and other payables												
Trade and other creditors	###	18,714	12,516	24,092	6,595	18,718	18,718	29,592	25,356	27,517	29,696	
Unspent conditional transfers		4,081	5,706	231	-	0	0	0	-	-	-	
VAT		854	(826)	350	500	644	644	644	490	430	(430)	
Total Trade and other payables		23,649	17,397	24,672	7,095	19,362	19,362	30,236	25,846	27,947	29,266	
Non current liabilities - Borrowing												
Borrowing	###	32,767	45,985	48,196	47,752	52,859	52,859	52,859	45,300	48,292	51,082	
Finance leases (including PPP asset element)		15	363		233	87	87	87	-	-	-	
Total Non current liabilities - Borrowing		32,782	46,347	48,196	47,985	52,947	52,947	52,947	45,300	48,292	51,082	
Provisions - non-current												
Retirement benefits	###	14,990	19,883	23,037	21,947	26,290	26,290	26,290	28,065	30,181	32,467	
List other major provision items												
Refuse landfill site rehabilitation		20,072	22,977	26,034	24,126	27,596	27,596	27,596	29,252	31,007	22,788	
Other		-	-	-	-	-	-	-	-	-	-	
Total Provisions - non-current		35,063	42,861	49,071	46,073	53,887	53,887	53,887	57,317	61,188	55,255	
CHANGES IN NET ASSETS												
Accumulated Surplus/(Deficit)												
Accumulated Surplus/(Deficit) - opening balance	###	98,233	143,986	144,993	173,949	201,788	201,788	201,788	168,032	172,223	203,759	
GRAP adjustments		(1,752)	-	58,102	-	-	(15,927)	(24,529)	-	-	-	
Restated balance		96,481	143,986	203,096	173,949	201,788	185,861	177,259	168,032	172,223	203,759	
Surplus/(Deficit)		1,594	1,008	(7,323)	18,593	1,756	1,756	1,756	13,946	25,285	29,326	
Appropriations to Reserves		(8,414)	-	(9,749)	(13,083)	(13,083)	(13,083)	(13,083)	(12,451)	(6,400)	(6,400)	
Transfers from Reserves		10,874	-	11,496	2,100	2,100	2,100	2,100	2,696	12,651	6,600	
Depreciation offsets		-	-	-	-	-	-	-	-	-	-	
Other adjustments		-	-	-	-	-	-	-	-	-	-	
Accumulated Surplus/(Deficit)			100,535	144,993	197,519	181,559	192,560	176,633	168,032	172,223	203,759	233,285
Reserves												
Housing Development Fund			1,167	1,116	918	716	716	716	716	516	316	116
Capital replacement			13,540	2,900	1,350	13,083	4,768	4,768	2,496	12,451	6,400	6,400
Self-insurance			-	-	-	-	-	-	-	-	-	-
Other reserves			-	-	-	-	-	-	-	-	-	-
Revaluation		-	-	-	-	-	-	-	-	-	-	
Total Reserves	###	14,707	4,016	2,269	13,799	5,484	5,484	3,211	12,967	6,716	6,516	
TOTAL COMMUNITY WEALTH/EQUITY	###	115,242	149,009	199,788	195,358	198,044	182,117	171,243	185,189	210,474	239,800	

Total capital expenditure includes expenditure on nationally significant priorities:

Provision of basic services											

WC013 Bergrivier - Supporting Table SA4 Reconciliation of IDP strategic objectives and budget (revenue)

Woods Design Inc - Supporting Table SA4 Reconciliation of B1 Strategic Objectives and Budget (Revenue)												
Strategic Objective	Goal	Goal Code	Ref	2009/10	2010/11	2011/12	Current Year 2012/13			2013/14 Medium Term Revenue & Expenditure Framework		
				Audited Outcome	Audited Outcome	Audited Outcome	Original Budget	Adjusted Budget	Full Year Forecast	Budget Year 2013/14	Budget Year +1 2014/15	Budget Year +2 2015/16
R thousand												
To budget strategically, grow and diversify our revenue and ensure value for money services	A financially viable and sustainable Municipality			34,185	35,833	37,875	47,310	45,567	45,567	51,039	54,666	58,998
To create an efficient, effective and accountable administration	An effective productive administration capable of sustainable service delivery			1,598	684	810	5,495	563	563	673	720	778
To provide open transparent corruption free governance	An open transparent corruption free and responsive Municipality			14,977	18,804	20,727	23,616	23,533	23,533	25,730	28,532	31,685
To communicate effectively and be responsive to the needs of the Community				-	-	-	-	-	-	-	-	-
To provide and maintain infrastructure to address backlogs and provide for future development	A quality living environment that is conducive to development and investment			79,334	92,489	103,954	120,472	114,916	114,916	127,075	135,751	153,123
To promote the well-being, health, safety and security of our community	A safe, healthy and secure living environment			8,012	8,041	6,018	6,658	6,526	6,526	7,503	8,028	8,670
To develop, manage and regulate the built environment	Sustainable development of the Municipal Area (environment, economy, people)			10,850	9,497	19,600	2,913	739	739	7,615	15,910	15,931
To conserve and manage the natural environment and mitigate the impacts of climate change				-	90	126	-	-	-	-	-	-
To promote cultural and socio economic development of our community				579	652	3,313	3,696	3,696	3,696	4,060	4,213	4,501
Allocations to other priorities			###									
Total Revenue (excluding capital transfers and contributions)			###	149,534	166,091	192,423	210,160	195,540	195,540	223,695	247,819	273,687

WC013 Bergrivier - Supporting Table SA5 Reconciliation of IDP strategic objectives and budget (operating expenditure)

Supporting Table 5: Reconciliation of L1 Strategic Objectives and Budget (operating expenditure)													
Strategic Objective	Goal	Goal Code	Ref	2009/10	2010/11	2011/12	Current Year 2012/13			2013/14 Medium Term Revenue & Expenditure Framework			
				Audited Outcome	Audited Outcome	Audited Outcome	Original Budget	Adjusted Budget	Full Year Forecast	Budget Year 2013/14	Budget Year +1 2014/15	Budget Year +2 2015/16	
R thousand													
To budget strategically, grow and diversify our revenue and ensure value for money services	A financially viable and sustainable Municipality			9,364	8,676	10,805	12,169	10,636	10,636	9,890	10,142	9,887	
To create an efficient, effective and accountable administration	An effective productive administration capable of sustainable service delivery			7,029	15,001	13,262	12,218	12,924	12,924	13,254	14,182	15,316	
To provide open transparent corruption free governance	An open transparent corruption free and responsive Municipality			11,678	11,589	15,895	12,786	17,206	17,206	18,433	19,461	20,768	
To communicate effectively and be responsive to the needs of the Community				-	-	-	-	-	-	-	-	-	
To provide and maintain infrastructure to address backlogs and provide for future development	A quality living environment that is conducive to development and investment			85,804	98,078	110,288	120,227	122,618	122,618	133,951	142,518	159,491	
To promote the well-being, health, safety and security of our community	A safe, healthy and secure living environment			16,848	17,752	19,901	23,391	20,398	20,398	23,544	24,785	26,518	
To develop, manage and regulate the built environment	Sustainable development of the Municipal Area (environment, economy, people)			11,449	7,185	23,125	2,682	2,491	2,491	2,239	2,396	2,588	
To conserve and manage the natural environment and mitigate the impacts of climate change				3,262	3,922	3,702	4,319	3,989	3,989	4,317	4,619	4,988	
To promote cultural and socio economic development of our community				2,507	2,879	2,768	3,776	3,523	3,523	4,120	4,432	4,804	
Allocations to other priorities													
Total Expenditure				###	147,940	165,082	199,746	191,567	193,784	193,784	209,749	222,534	244,361

References

1. Total expenditure must reconcile to Table A4 Budgeted Financial Performance (revenue and expenditure)

WC013 Bergrivier - Supporting Table SA6 Reconciliation of IDP strategic objectives and budget (capital expenditure)

Strategic Objective	Goal	Goal Code	Ref	2009/10	2010/11	2011/12	Current Year 2012/13			2013/14 Medium Term Revenue & Expenditure Framework		
				Audited Outcome	Audited Outcome	Audited Outcome	Original Budget	Adjusted Budget	Full Year Forecast	Budget Year 2013/14	Budget Year +1 2014/15	Budget Year +2 2015/16
R thousand												
To budget strategically, grow and diversify our revenue and ensure value for money services	A financially viable and sustainable Municipality	A		–	103	1	25	65	65	400	30	30
To create an efficient, effective and accountable administration	An effective productive administration capable of sustainable service delivery	B		1,127	22,173	1,032	315	512	512	359	1,921	1,025
To provide open transparent corruption free governance	An open transparent corruption free and responsive Municipality	C		–	–	69	–	–	–	–	–	–
To communicate effectively and be responsive to the needs of the Community		D		–	–	–	–	–	–	–	5	–
To provide and maintain infrastructure to address backlogs and provide for future development	A quality living environment that is conducive to development and investment	E		27,728	5,616	25,362	17,799	16,608	16,608	13,540	26,097	36,061
To promote the well-being, health, safety and security of our community	A safe, healthy and secure living environment	F		361	–	191	2,075	1,695	1,695	1,081	3,680	2,041
To develop, manage and regulate the built environment	Sustainable development of the Municipal Area (environment, economy, people)	G		4,227	2,298	246	2,645	340	340	7,391	15,690	15,690
To conserve and manage the natural environment and mitigate the impacts of climate change		H		–	–	–	129	44	44	184	139	239
To promote cultural and socio economic development of our community		I		–	–	–	2,035	70	70	265	755	535
Allocations to other priorities			###									
Total Capital Expenditure			###	33,443	30,190	26,902	25,023	19,334	19,334	23,219	48,317	55,621

WC013 Bergrivier - Supporting Table SA7 Measureable performance objectives

Description	Unit of measurement	2009/10	2010/11	2011/12	Current Year 2012/13			2013/14 Medium Term Revenue & Expenditure Framework		
		Audited Outcome	Audited Outcome	Audited Outcome	Original Budget	Adjusted Budget	Full Year Forecast	Budget Year 2013/14	Budget Year +1 2014/15	Budget Year +2 2015/16
Vote 1 - vote name										
Function 1 - (name)										
Sub-function 1 - (name)										
Insert measure/s description										
Sub-function 2 - (name)										
Insert measure/s description										
Sub-function 3 - (name)										
Insert measure/s description										
Function 2 - (name)										
Sub-function 1 - (name)										
Insert measure/s description										
Sub-function 2 - (name)										
Insert measure/s description										
Sub-function 3 - (name)										
Insert measure/s description										
Vote 2 - vote name										
Function 1 - (name)										
Sub-function 1 - (name)										
Insert measure/s description										
Sub-function 2 - (name)										
Insert measure/s description										
Sub-function 3 - (name)										
Insert measure/s description										
Function 2 - (name)										
Sub-function 1 - (name)										
Insert measure/s description										
Sub-function 2 - (name)										
Insert measure/s description										
Sub-function 3 - (name)										
Insert measure/s description										
Vote 3 - vote name										
Function 1 - (name)										
Sub-function 1 - (name)										
Insert measure/s description										
Sub-function 2 - (name)										
Insert measure/s description										
Sub-function 3 - (name)										
Insert measure/s description										
Function 2 - (name)										
Sub-function 1 - (name)										
Insert measure/s description										
Sub-function 2 - (name)										
Insert measure/s description										
Sub-function 3 - (name)										
Insert measure/s description										
And so on for the rest of the Votes										

1. Include a measurable performance objective for each revenue source (within a relevant function) and each vote (MFMA s17(3)(b))
2. Include all Basic Services performance targets from 'Basic Service Delivery' to ensure Table SA7 represents all strategic responsibilities
3. Only include prior year comparative information for individual measures where relevant activity occurred in that year/s

WC013 Bergrivier - Entities measureable performance objectives

Description	Unit of measurement	2009/10	2010/11	2011/12	Current Year 2012/13			2013/14 Medium Term Revenue & Expenditure Framework		
		Audited Outcome	Audited Outcome	Audited Outcome	Original Budget	Adjusted Budget	Full Year Forecast	Budget Year 2013/14	Budget Year +1 2014/15	Budget Year +2 2015/16
Entity 1 - (name of entity)										
Insert measure/s description										
Entity 2 - (name of entity)										
Insert measure/s description										
Entity 3 - (name of entity)										
Insert measure/s description										
And so on for the rest of the Entities										

1. Include a measurable performance objective as agreed with the parent municipality (MFMA s87(5)(d))
2. Only include prior year comparative information for individual measures where relevant activity occurred in that year/s

WC013 Bergrivier - Supporting Table SA8 Performance indicators and benchmarks

Description of financial indicator	Basis of calculation	2009/10	2010/11	2011/12	Current Year 2012/13				2013/14 Medium Term Revenue & Expenditure Framework		
		Audited Outcome	Audited Outcome	Audited Outcome	Original Budget	Adjusted Budget	Full Year Forecast	Pre-audit outcome	Budget Year 2013/14	Budget Year +1 2014/15	Budget Year +2 2015/16
<u>Borrowing Management</u>											
Credit Rating											
Capital Charges to Operating Expenditure	Interest & Principal Paid /Operating Expenditure	3.5%	7.4%	5.5%	7.6%	6.9%	6.9%	6.9%	9.1%	6.4%	11.5%
Capital Charges to Own Revenue	Finance charges & Repayment of borrowing /Own Revenue	4.5%	9.8%	8.1%	9.1%	9.0%	9.0%	9.0%	11.2%	7.8%	13.7%
Borrowed funding of 'own' capital expenditure	Borrowing/Capital expenditure excl. transfers and grants and contributions	61.9%	94.9%	24.4%	46.3%	57.7%	57.7%	57.7%	41.2%	36.2%	75.7%
<u>Safety of Capital</u>											
Gearing	Long Term Borrowing/ Funds & Reserves	222.9%	1154.2%	2124.3%	347.7%	965.5%	965.5%	1648.7%	349.4%	719.1%	784.0%
<u>Liquidity</u>											
Current Ratio	Current assets/current liabilities	1.9	2.0	1.7	3.3	1.5	1.5	1.1	1.2	1.2	1.0
Current Ratio adjusted for aged debtors	Current assets less debtors > 90 days/current liabilities	1.9	2.0	1.7	3.3	1.5	1.5	1.1	1.2	1.2	1.0
Liquidity Ratio	Monetary Assets/Current Liabilities	0.7	0.5	0.3	0.5	0.1	0.1	0.1	0.1	0.2	0.2
<u>Revenue Management</u>											
Annual Debtors Collection Rate (Payment Level %)	Last 12 Mths Receipts/Last 12 Mths Billing		85.8%	92.6%	94.0%	110.4%	103.2%	103.2%	103.2%	98.6%	96.5%
Current Debtors Collection Rate (Cash receipts % of Ratepayer & Other revenue)			85.4%	92.7%	93.6%	110.4%	103.2%	103.2%	103.2%	98.6%	96.5%
Outstanding Debtors to Revenue	Total Outstanding Debtors to Annual Revenue	29.3%	29.5%	28.3%	26.6%	24.2%	24.2%	24.2%	20.8%	20.6%	14.1%
Longstanding Debtors Recovered	Debtors > 12 Mths Recovered/Total Debtors > 12 Months Old	5.0%	5.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%
<u>Creditors Management</u>											
Creditors System Efficiency	% of Creditors Paid Within Terms (within MFMA' s 65(e))	95.0%	95.0%	95.0%	95.0%	95.0%	95.0%	95.0%	95.0%	95.0%	95.0%
Creditors to Cash and Investments		83.4%	85.7%	249.9%	67.6%	505.6%	505.6%	799.4%	623.8%	423.2%	312.6%
<u>Other Indicators</u>											
Electricity Distribution Losses (2)	Total Volume Losses (kW)	7,987,627	7,540,202	7,441,602							
	Total Cost of Losses (Rand '000)	3,023,316	3,494,129	4,296,707							
Water Distribution Losses (2)	Total Volume Losses (kℓ)	479,804	341,987	248,853							
	Total Cost of Losses (Rand '000)	1,525,776	1,203,794	843,612							
Employee costs	Employee costs/(Total Revenue - capital revenue)	36.8%	41.6%	37.7%	39.2%	41.0%	41.0%	41.0%	39.9%	40.0%	38.7%
Remuneration	Total remuneration/(Total Revenue - capital revenue)	38.5%	44.0%	38.8%	42.6%	41.9%	41.9%		39.8%	39.9%	38.6%
Repairs & Maintenance	R&M/(Total Revenue excluding capital revenue)	5.9%	3.1%	1.7%	2.9%	3.1%	3.1%		2.8%	2.8%	2.6%
Finance charges & Depreciation	FC&D/(Total Revenue - capital revenue)	9.1%	15.0%	14.3%	12.9%	13.7%	13.7%	13.7%	13.3%	13.3%	12.9%
<u>IDP regulation financial viability indicators</u>											
i. Debt coverage	(Total Operating Revenue - Operating Grants)/Debt service payments due within financial year)	19.2	24.5	14.2	18.8	18.8	18.8	12.1	24.2	9.0	10.1
ii.O/S Service Debtors to Revenue	Total outstanding service debtors/annual revenue received for services	40.9%	38.1%	37.7%	35.0%	30.8%	30.8%	30.8%	26.1%	25.7%	17.5%
iii. Cost coverage	(Available cash + Investments)/monthly fixed operational expenditure	2.5	1.3	0.8	0.8	0.3	0.3	0.3	0.3	0.4	0.6

References

1. Consumer debtors > 12 months old are excluded from current assets
2. Only include if services provided by the municipality

WC013 Bergrivier - Supporting Table SA9 Social, economic and demographic statistics and assumptions

Description of economic indicator	Ref.	Basis of calculation	1996 Census	2001 Census	2007 Survey	2009/10	2010/11	2011/12	Current Year 2012/13	2013/14 Medium Term Revenue & Expenditure Framework		
						Outcome	Outcome	Outcome	Original Budget	Outcome	Outcome	Outcome
Demographics												
Population				46	44	46	46	62	62			
Females aged 5 - 14				4	4	4	4	5	5			
Males aged 5 - 14				4	4	4	4	5	5			
Females aged 15 - 34				8	7	8	8	11	11			
Males aged 15 - 34				9	8	9	9	10	10			
Unemployment				2	2	2	2	18	18			
Monthly household income (no. of households)	1, 12											
No income				239	7,856	239	239	18,460	18,460			
R1 - R1 600				15,083	10,785	15,083	15,083	21,529	21,529			
R1 601 - R3 200				1,891	3,169	1,891	1,891	2,884	2,884			
R3 201 - R6 400				1,641	1,543	1,641	1,641	2,366	2,366			
R6 401 - R12 800				690	1,430	690	690	1,480	1,480			
R12 801 - R25 600				171	359	171	171	427	427			
R25 601 - R51 200				57	61	57	57	107	107			
R52 201 - R102 400				31	20	31	31	62	62			
R102 401 - R204 800				14	18	14	14	52	52			
R204 801 - R409 600				9	-	9	9					
R409 601 - R819 200												
> R819 200												
Poverty profiles (no. of households)												
< R2 060 per household per month	####			1,170	1,200	1170.00	1170.00	1971.00	1971.00			
Insert description	####							Indigent	Indigent			
Household/demographics (000)												
Number of people in municipal area				46,327	44,327	46	46	62	62			
Number of poor people in municipal area				11,497	19,554	11	11	25	25			
Number of households in municipal area				11,700	12,198	12	12	16	16			
Number of poor households in municipal area				1,170	1,200	1	1	2	2			
Definition of poor household (R per month)				0-R800	0-R800	0-R800	0-R800	0-R800	0-R800			
Housing statistics	####											
Formal				10,737	11,015	10,737	10,737	14,449	14,449			
Informal				29	-	29	29	149	149			
Total number of households			-	10,766	11,015	10,766	10,766	14,598	14,598	-	-	-
Dwellings provided by municipality	####											
Dwellings provided by province/s	####											
Dwellings provided by private sector	####											
Total new housing dwellings			-	-	-	-	-	-	-	-	-	-
Economic	####											
Inflation/inflation outlook (CPIX)												
Interest rate - borrowing												
Interest rate - investment												
Remuneration increases												
Consumption growth (electricity)												
Consumption growth (water)												
Collection rates	####											
Property tax/service charges												
Rental of facilities & equipment												
Interest - external investments												
Interest - debtors												
Revenue from agency services												

Detail on the provision of municipal services for A10

Total municipal services	Ref.		2009/10	2010/11	2011/12	Current Year 2012/13			2013/14 Medium Term Revenue & Expenditure Framework		
			Outcome	Outcome	Outcome	Original Budget	Adjusted Budget	Full Year Forecast	Budget Year 2013/14	Budget Year +1 2014/15	Budget Year +2 2015/16
Household service targets (000)											
Water:											
Piped water inside dwelling											
Piped water inside yard (but not in dwelling)											
Using public tap (at least min.service level)	####										
Other water supply (at least min.service level)	####										
Minimum Service Level and Above sub-total			-	-	-	-	-	-	-	-	-
Using public tap (< min.service level)	####										
Other water supply (< min.service level)	####										
No water supply											
Below Minimum Service Level sub-total			-	-	-	-	-	-	-	-	-
Total number of households			-	-	-	-	-	-	-	-	-
Sanitation/sewerage:											
Flush toilet (connected to sewerage)			11,759	11,759	11,759						
Flush toilet (with septic tank)			2,795	2,795	2,795						
Chemical toilet			41	41	41						
Pit toilet (ventilated)			112	112	112						
Other toilet provisions (> min.service level)			42	42	42						
Minimum Service Level and Above sub-total			14,749	14,749	14,749	-	-	-	-	-	-
Bucket toilet			331	331	331						
Other toilet provisions (< min.service level)			526	526	526						
No toilet provisions			670	670	670						
Below Minimum Service Level sub-total			1,527	1,527	1,527	-	-	-	-	-	-
Total number of households			16,276	16,276	16,276	-	-	-	-	-	-
Energy:											
Electricity (at least min.service level)											
Electricity - prepaid (min.service level)											
Minimum Service Level and Above sub-total			-	-	-	-	-	-	-	-	-
Electricity (< min.service level)											
Electricity - prepaid (< min. service level)											
Other energy sources											
Below Minimum Service Level sub-total			-	-	-	-	-	-	-	-	-
Total number of households			-	-	-	-	-	-	-	-	-
Refuse:											
Removed at least once a week			10,910	10,910	10,910						
Minimum Service Level and Above sub-total			10,910	10,910	10,910	-	-	-	-	-	-
Removed less frequently than once a week			580	580	580						
Using communal refuse dump			400	400	400						
Using own refuse dump			4,069	4,069	4,069						
Other rubbish disposal			123	123	123						
No rubbish disposal			193	193	193						
Below Minimum Service Level sub-total			5,365	5,365	5,365	-	-	-	-	-	-
Total number of households			16,275	16,275	16,275	-	-	-	-	-	-

Municipal in-house services	Ref.		2009/10	2010/11	2011/12	Current Year 2012/13			2013/14 Medium Term Revenue & Expenditure Framework		
			Outcome	Outcome	Outcome	Original Budget	Adjusted Budget	Full Year Forecast	Budget Year 2013/14	Budget Year +1 2014/15	Budget Year +2 2015/16
		Household service targets (000)									
		Water:									
		Piped water inside dwelling									
		Piped water inside yard (but not in dwelling)									
		Using public tap (at least min.service level)									
		Other water supply (at least min.service level)									
		<i>Minimum Service Level and Above sub-total</i>	-	-	-	-	-	-	-	-	-
		Using public tap (< min.service level)									
		Other water supply (< min.service level)									
		No water supply									
		<i>Below Minimum Service Level sub-total</i>	-	-	-	-	-	-	-	-	-
		Total number of households	-	-	-	-	-	-	-	-	-
		Sanitation/sewerage:									
		Flush toilet (connected to sewerage)	11,759	11,759	11,759						
		Flush toilet (with septic tank)	2,795	2,795	2,795						
		Chemical toilet	41	41	41						
		Pit toilet (ventilated)	112	112	112						
		Other toilet provisions (> min.service level)	42	42	42						
		<i>Minimum Service Level and Above sub-total</i>	14,749	14,749	14,749	-	-	-	-	-	-
		Bucket toilet	331	331	331						
		Other toilet provisions (< min.service level)	526	526	526						
		No toilet provisions	670	670	670						
		<i>Below Minimum Service Level sub-total</i>	1,527	1,527	1,527	-	-	-	-	-	-
		Total number of households	16,276	16,276	16,276	-	-	-	-	-	-
		Energy:									
		Electricity (at least min.service level)									
		Electricity - prepaid (min.service level)									
		<i>Minimum Service Level and Above sub-total</i>	-	-	-	-	-	-	-	-	-
		Electricity (< min.service level)									
		Electricity - prepaid (< min. service level)									
		Other energy sources									
		<i>Below Minimum Service Level sub-total</i>	-	-	-	-	-	-	-	-	-
		Total number of households	-	-	-	-	-	-	-	-	-
		Refuse:									
		Removed at least once a week	10,910	10,910	10,910						
		<i>Minimum Service Level and Above sub-total</i>	10,910	10,910	10,910	-	-	-	-	-	-
		Removed less frequently than once a week	580	580	580						
		Using communal refuse dump	400	400	400						
		Using own refuse dump	4,069	4,069	4,069						
		Other rubbish disposal	123	123	123						
		No rubbish disposal	193	193	193						
		<i>Below Minimum Service Level sub-total</i>	5,365	5,365	5,365	-	-	-	-	-	-
		Total number of households	16,275	16,275	16,275	-	-	-	-	-	-
Municipal entity services	Ref.		2009/10	2010/11	2011/12	Current Year 2012/13			2013/14 Medium Term Revenue & Expenditure Framework		
			Outcome	Outcome	Outcome	Original Budget	Adjusted Budget	Full Year Forecast	Budget Year 2013/14	Budget Year +1 2014/15	Budget Year +2 2015/16
Name of municipal entity		Household service targets (000)									
		Water:									
		Piped water inside dwelling									
		Piped water inside yard (but not in dwelling)									
		Using public tap (at least min.service level)									
		Other water supply (at least min.service level)									
		<i>Minimum Service Level and Above sub-total</i>	-	-	-	-	-	-	-	-	-
		Using public tap (< min.service level)									
		Other water supply (< min.service level)									
		No water supply									
		<i>Below Minimum Service Level sub-total</i>	-	-	-	-	-	-	-	-	-
		Total number of households	-	-	-	-	-	-	-	-	-
		Sanitation/sewerage:									
		Flush toilet (connected to sewerage)									
		Flush toilet (with septic tank)									
		Chemical toilet									
		Pit toilet (ventilated)									
		Other toilet provisions (> min.service level)									
		<i>Minimum Service Level and Above sub-total</i>	-	-	-	-	-	-	-	-	-
		Bucket toilet									
		Other toilet provisions (< min.service level)									
		No toilet provisions									
		<i>Below Minimum Service Level sub-total</i>	-	-	-	-	-	-	-	-	-
		Total number of households	-	-	-	-	-	-	-	-	-
		Energy:									
		Electricity (at least min.service level)									
		Electricity - prepaid (min.service level)									
		<i>Minimum Service Level and Above sub-total</i>	-	-	-	-	-	-	-	-	-
		Electricity (< min.service level)									
		Electricity - prepaid (< min. service level)									
		Other energy sources									
		<i>Below Minimum Service Level sub-total</i>	-	-	-	-	-	-	-	-	-
		Total number of households	-	-	-	-	-	-	-	-	-
		Refuse:									
		Removed at least once a week									
		<i>Minimum Service Level and Above sub-total</i>	-	-	-	-	-	-	-	-	-
		Removed less frequently than once a week									
		Using communal refuse dump									
		Using own refuse dump									
		Other rubbish disposal									
		No rubbish disposal									
		<i>Below Minimum Service Level sub-total</i>	-	-	-	-	-	-	-	-	-
		Total number of households	-	-	-	-	-	-	-	-	-

Services provided by 'external mechanisms'	Ref.		2009/10	2010/11	2011/12	Current Year 2012/13			2013/14 Medium Term Revenue & Expenditure Framework		
			Outcome	Outcome	Outcome	Original Budget	Adjusted Budget	Full Year Forecast	Budget Year 2013/14	Budget Year +1 2014/15	Budget Year +2 2015/16
Names of service providers		Household service targets (000)									
		Water:									
		Piped water inside dwelling									
		Piped water inside yard (but not in dwelling)									
	####	Using public tap (at least min.service level)									
	####	Other water supply (at least min.service level)									
		<i>Minimum Service Level and Above sub-total</i>	-	-	-	-	-	-	-	-	-
	####	Using public tap (< min.service level)									
	####	Other water supply (< min.service level)									
		No water supply									
		<i>Below Minimum Service Level sub-total</i>	-	-	-	-	-	-	-	-	-
		Total number of households	-	-	-	-	-	-	-	-	-
Names of service providers		Sanitation/sewerage:									
		Flush toilet (connected to sewerage)	11,759	11,759	11,759						
		Flush toilet (with septic tank)	2,795	2,795	2,795						
		Chemical toilet	41	41	41						
		Pit toilet (ventilated)	112	112	112						
		Other toilet provisions (> min.service level)	42	42	42						
		<i>Minimum Service Level and Above sub-total</i>	14,749	14,749	14,749	-	-	-	-	-	-
		Bucket toilet	331	331	331						
		Other toilet provisions (< min.service level)	526	526	526						
		No toilet provisions	670	670	670						
		<i>Below Minimum Service Level sub-total</i>	1,527	1,527	1,527	-	-	-	-	-	-
		Total number of households	16,276	16,276	16,276	-	-	-	-	-	-
Names of service providers		Energy:									
		Electricity (at least min.service level)									
		Electricity - prepaid (min.service level)									
		<i>Minimum Service Level and Above sub-total</i>	-	-	-	-	-	-	-	-	-
		Electricity (< min.service level)									
		Electricity - prepaid (< min. service level)									
		Other energy sources									
		<i>Below Minimum Service Level sub-total</i>	-	-	-	-	-	-	-	-	-
		Total number of households	-	-	-	-	-	-	-	-	-
Names of service providers		Refuse:									
		Removed at least once a week	10,910	10,910	10,910						
		<i>Minimum Service Level and Above sub-total</i>	10,910	10,910	10,910	-	-	-	-	-	-
		Removed less frequently than once a week	580	580	580						
		Using communal refuse dump	400	400	400						
		Using own refuse dump	4,069	4,069	4,069						
		Other rubbish disposal	123	123	123						
		No rubbish disposal	193	193	193						
		<i>Below Minimum Service Level sub-total</i>	5,365	5,365	5,365	-	-	-	-	-	-
		Total number of households	16,275	16,275	16,275	-	-	-	-	-	-

WC013 Bergrivier Supporting Table SA10 Funding measurement

Description	MFMA section	Ref	2009/10	2010/11	2011/12	Current Year 2012/13				2013/14 Medium Term Revenue & Expenditure Framework		
			Audited Outcome	Audited Outcome	Audited Outcome	Original Budget	Adjusted Budget	Full Year Forecast	Pre-audit outcome	Budget Year 2013/14	Budget Year +1 2014/15	Budget Year +2 2015/16
<u>Funding measures</u>												
Cash/cash equivalents at the year end - R'000	18(1)b	###	22,432	14,611	9,642	9,754	3,702	3,702	3,702	4,065	6,502	9,499
Cash + investments at the yr end less applications - R'000	18(1)b	###	14,440	30,508	27,725	40,537	24,271	24,271	15,670	7,337	15,370	8,385
Cash year end/monthly employee/supplier payments	18(1)b	###	2.5	1.3	0.8	0.8	0.3	0.3	0.3	0.3	0.4	0.6
Surplus/(Deficit) excluding depreciation offsets: R'000	18(1)	###	1,594	1,008	(7,323)	18,593	1,756	1,756	1,756	13,946	25,285	29,326
Service charge rev % change - macro CPIIX target exclusive	18(1)a,(2)	###	N.A.	4.6%	7.5%	9.3%	(10.3%)	(6.0%)	(6.0%)	8.8%	1.5%	6.0%
Cash receipts % of Ratepayer & Other revenue	18(1)a,(2)	###	85.4%	92.7%	93.6%	110.4%	103.2%	103.2%	103.2%	98.6%	96.5%	103.1%
Debt impairment expense as a % of total billable revenue	18(1)a,(2)	###	0.9%	2.1%	2.3%	0.7%	0.8%	0.8%	0.8%	0.6%	0.6%	0.6%
Capital payments % of capital expenditure	18(1)c:19	###	100.1%	120.2%	100.0%	100.0%	219.1%	219.1%	219.1%	100.0%	100.0%	100.0%
Borrowing receipts % of capital expenditure (excl. transfers)	18(1)c	###	61.9%	94.9%	24.4%	46.3%	57.7%	57.7%	57.7%	41.2%	36.2%	75.7%
Grants % of Govt. legislated/gazetted allocations	18(1)a	###								103.1%	103.4%	103.4%
Current consumer debtors % change - incr(decr)	18(1)a	###	N.A.	2.9%	12.0%	6.7%	(15.9%)	0.0%	0.0%	(2.8%)	5.8%	(23.8%)
Long term receivables % change - incr(decr)	18(1)a	###	N.A.	547.7%	635.9%	(100.0%)	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%
R&M % of Property Plant & Equipment	20(1)(vi)	###	5.6%	2.3%	1.2%	2.4%	2.0%	2.1%	2.2%	2.2%	2.1%	1.9%
Asset renewal % of capital budget	20(1)(vi)	###	0.0%	0.0%	0.0%	9.0%	10.3%	10.3%	0.0%	10.8%	7.7%	6.5%

References

1. Positive cash balances indicative of minimum compliance - subject to 2
2. Deduct cash and investment applications (defined) from cash balances
3. Indicative of sufficient liquidity to meet average monthly operating payments
4. Indicative of funded operational requirements
5. Indicative of adherence to macro-economic targets (prior to 2003/04 revenue not available for high capacity municipalities and later for other capacity classifications)
6. Realistic average cash collection forecasts as % of annual billed revenue
7. Realistic average increase in debt impairment (doubtful debt) provision
8. Indicative of planned capital expenditure level & cash payment timing
9. Indicative of compliance with borrowing 'only' for the capital budget - should not exceed 100% unless refinancing
10. Substantiation of National/Province allocations included in budget
11. Indicative of realistic current arrear debtor collection targets (prior to 2003/04 revenue not available for high capacity municipalities and later for other capacity classifications)
12. Indicative of realistic long term arrear debtor collection targets (prior to 2003/04 revenue not available for high capacity municipalities and later for other capacity classifications)
13. Indicative of a credible allowance for repairs & maintenance of assets - functioning assets revenue protection
14. Indicative of a credible allowance for asset renewal (requires analysis of asset renewal projects as % of total capital projects - detailed capital plan) - functioning assets revenue protection

Supporting indicators												
% incr total service charges (incl prop rates)	18(1)a			10.6%	13.5%	15.3%	(4.3%)	0.0%	0.0%	14.8%	7.5%	12.0%
% incr Property Tax	18(1)a			10.3%	6.3%	27.1%	(2.0%)	0.0%	0.0%	13.4%	7.0%	8.0%
% incr Service charges - electricity revenue	18(1)a			9.9%	18.8%	14.0%	(9.2%)	0.0%	0.0%	17.2%	7.9%	16.9%
% incr Service charges - water revenue	18(1)a			11.4%	15.6%	8.4%	1.7%	0.0%	0.0%	26.3%	7.0%	8.0%
% incr Service charges - sanitation revenue	18(1)a			8.2%	4.1%	1.9%	0.7%	0.0%	0.0%	1.0%	7.0%	8.0%
% incr Service charges - refuse revenue	18(1)a			9.5%	7.0%	2.1%	4.0%	0.0%	0.0%	(2.5%)	7.0%	8.0%
% incr in Service charges - other	18(1)a			24.9%	23.7%	13.8%	(0.4%)	0.0%	0.0%	14.0%	8.8%	9.5%
Total billable revenue	18(1)a		102,561	113,267	128,243	147,547	140,926	140,926	140,926	161,779	173,831	194,593
Service charges			99,992	110,557	125,451	144,700	138,412	138,412	138,412	158,936	170,789	191,308
Property rates			28,082	30,967	32,930	41,843	41,000	41,000	41,000	46,496	49,750	53,730
Service charges - electricity revenue			44,508	48,898	58,070	66,185	60,079	60,079	60,079	70,423	75,956	88,776
Service charges - water revenue			10,786	12,020	13,892	15,064	15,316	15,316	15,316	19,350	20,705	22,361
Service charges - sanitation revenue			4,833	5,229	5,445	5,548	5,585	5,585	5,585	5,639	6,034	6,516
Service charges - refuse removal			8,276	9,064	9,698	9,897	10,297	10,297	10,297	10,035	10,737	11,596
Service charges - other			3,506	4,379	5,416	6,162	6,135	6,135	6,135	6,993	7,607	8,327
Rental of facilities and equipment			2,570	2,711	2,792	2,847	2,514	2,514	2,514	2,843	3,042	3,285
Capital expenditure excluding capital grant funding			28,024	14,178	12,415	10,037	8,604	8,604	8,604	4,246	19,517	26,300
Cash receipts from ratepayers	18(1)a		97,074	113,328	126,711	175,330	153,674	153,674	153,674	168,427	177,161	211,452
Ratepayer & Other revenue	18(1)a		113,681	122,261	135,446	158,859	148,929	148,929	148,929	170,848	183,531	205,093
Change in consumer debtors (current and non-current)			4,632	1,452	6,829	1,334	(6,874)	(6,874)	(6,874)	(9,405)	2,459	(10,609)
Operating and Capital Grant Revenue	18(1)a		33,963	42,317	56,021	50,061	46,111	46,111	46,111	52,547	63,967	68,247
Capital expenditure - total	20(1)(vi)		33,443	30,190	26,902	25,023	19,334	19,334	19,334	23,219	48,317	55,621
Capital expenditure - renewal	20(1)(vi)		-	-	-	2,245	2,000	2,000		2,507	3,726	3,637
Supporting benchmarks												
Growth guideline maximum			6.0%	6.0%	6.0%	6.0%	6.0%	6.0%	6.0%	6.0%	6.0%	6.0%
CPI guideline			4.3%	3.9%	4.6%	5.0%	5.0%	5.0%	5.0%	5.4%	5.6%	5.4%
DoRA operating grants total MFY										27,855	29,355	32,756
DoRA capital grants total MFY										11,293	12,680	13,146
Provincial operating grants										4,159	3,688	3,917
Provincial capital grants										7,681	16,120	16,175
District Municipality grants										-	-	-
Total gazetted/advised national, provincial and district grants										50,987	61,843	65,994
Average annual collection rate (arrears inclusive)												
DoRA operating												
National										27,855	29,355	32,756
Provincial										4,159	3,688	3,917
District Municipality										-	-	-
Other										-	-	-
										32,014	33,043	36,673
DoRA capital												
National										11,293	12,680	13,146
Provincial										7,681	16,120	16,175
District Municipality										-	-	-
Other										-	-	-
										18,973	28,800	29,321

Trend											
Change in consumer debtors (current and non-current)			4,632	1,452	6,829	(6,874)	(9,405)	2,459	(10,609)	-	-
Total Operating Revenue			143,300	147,122	177,501	193,725	179,028	179,028	179,028	203,161	216,895
Total Operating Expenditure			147,940	165,082	199,746	191,567	193,784	193,784	193,784	209,749	222,534
Operating Performance Surplus/(Deficit)			(4,640)	(17,960)	(22,245)	2,158	(14,756)	(14,756)	(14,756)	(6,587)	(5,640)
Cash and Cash Equivalents (30 June 2012)										4,065	
Revenue											
% Increase in Total Operating Revenue				2.7%	20.6%	9.1%	(7.6%)	0.0%	0.0%	13.5%	6.8%
% Increase in Property Rates Revenue				10.3%	6.3%	27.1%	(2.0%)	0.0%	0.0%	13.4%	7.0%
% Increase in Electricity Revenue				9.9%	18.8%	14.0%	(9.2%)	0.0%	0.0%	17.2%	7.9%
% Increase in Property Rates & Services Charges				10.6%	13.5%	15.3%	(4.3%)	0.0%	0.0%	14.8%	7.5%
Expenditure											
% Increase in Total Operating Expenditure				11.6%	21.0%	(4.1%)	1.2%	0.0%	0.0%	8.2%	6.1%
% Increase in Employee Costs				16.0%	9.3%	13.6%	(3.4%)	0.0%	0.0%	10.4%	7.0%
% Increase in Electricity Bulk Purchases				24.8%	23.3%	(7.7%)	14.5%	0.0%	0.0%	7.8%	7.8%
Average Cost Per Budgeted Employee Position (Remuneration)					177960.19	195435.99				202081.99	
Average Cost Per Councillor (Remuneration)					314956.40	300797.38				322932.76	
R&M % of PPE			5.6%	2.3%	1.2%	2.4%	2.0%	2.1%		2.2%	2.1%
Asset Renewal and R&M as a % of PPE			6.0%	2.0%	1.0%	3.0%	3.0%	3.0%		3.0%	3.0%
Debt Impairment % of Total Billable Revenue			0.9%	2.1%	2.3%	0.7%	0.8%	0.8%	0.8%	0.6%	0.6%
Capital Revenue											
Internally Funded & Other (R'000)			10,674	718	9,415	5,387	4,704	4,704	4,704	2,496	12,451
Borrowing (R'000)			17,350	13,460	3,000	4,650	3,900	3,900	3,900	1,750	7,066
Grant Funding and Other (R'000)			5,418	16,012	14,487	14,986	10,730	10,730	10,730	18,973	28,800
Internally Generated funds % of Non Grant Funding			38.1%	5.1%	75.8%	53.7%	54.7%	54.7%	54.7%	58.8%	63.8%
Borrowing % of Non Grant Funding			61.9%	94.9%	24.2%	46.3%	45.3%	45.3%	45.3%	41.2%	36.2%
Grant Funding % of Total Funding			16.2%	53.0%	53.9%	59.9%	55.5%	55.5%	55.5%	81.7%	59.6%
Capital Expenditure											
Total Capital Programme (R'000)			33,443	30,190	26,902	25,023	19,334	19,334	19,334	23,219	48,317
Asset Renewal			-	-	-	2,245	2,000	2,000	2,000	2,507	3,726
Asset Renewal % of Total Capital Expenditure			0.0%	0.0%	0.0%	9.0%	10.3%	10.3%	10.3%	10.8%	7.7%
Cash											
Cash Receipts % of Rate Payer & Other			85.4%	92.7%	93.6%	110.4%	103.2%	103.2%	103.2%	98.6%	96.5%
Cash Coverage Ratio			0	0	0	0	0	0	0	0	0
Borrowing											
Credit Rating (2009/10)										0.00	
Capital Charges to Operating			3.5%	7.4%	5.5%	7.6%	6.9%	6.9%	6.9%	9.1%	6.4%
Borrowing Receipts % of Capital Expenditure			61.9%	94.9%	24.4%	46.3%	57.7%	57.7%	57.7%	41.2%	36.2%
Reserves											
Surplus/(Deficit)			14,440	30,508	27,725	40,537	24,271	24,271	15,670	7,337	15,370
Free Services											
Free Basic Services as a % of Equitable Share			37.3%	41.4%	54.1%	49.8%	49.8%	49.8%		42.4%	40.8%
Free Services as a % of Operating Revenue (excl operational transfers)			7.0%	8.1%	8.2%	8.1%	8.7%	8.7%		6.7%	6.7%
High Level Outcome of Funding Compliance											
Total Operating Revenue			143,300	147,122	177,501	193,725	179,028	179,028	179,028	203,161	216,895
Total Operating Expenditure			147,940	165,082	199,746	191,567	193,784	193,784	193,784	209,749	222,534
Surplus/(Deficit) Budgeted Operating Statement			(4,640)	(17,960)	(22,245)	2,158	(14,756)	(14,756)	(14,756)	(6,587)	(5,640)
Surplus/(Deficit) Considering Reserves and Cash Backing			9,800	12,548	5,480	42,695	9,515	9,515	913	749	9,731
MTREF Funded (1) / Unfunded (0)			## 1	1	1	1	1	1	1	1	1
MTREF Funded ✓ / Unfunded ✖			## ✓	✓	✓	✓	✓	✓	✓	✓	✓

WC013 Bergrivier - Supporting Table SA11 Property rates summary

Description	Ref	2009/10	2010/11	2011/12	Current Year 2012/13			2013/14 Medium Term Revenue & Expenditure Framework		
		Audited Outcome	Audited Outcome	Audited Outcome	Original Budget	Adjusted Budget	Full Year Forecast	Budget Year 2013/14	Budget Year +1 2014/15	Budget Year +2 2015/16
Valuation:	###	01/07/2008	01/07/2008	01/07/2008	01/07/2008					
Date of valuation:										
Financial year valuation used										
Municipal by-laws s6 in place? (Y/N)	2	Yes	Yes		Yes			Yes		
Municipal/assistant valuer appointed? (Y/N)		Yes	Yes		Yes			Yes		
Municipal partnership s38 used? (Y/N)		No	No		No			No		
No. of assistant valuers (FTE)	###									
No. of data collectors (FTE)	###									
No. of internal valuers (FTE)	###									
No. of external valuers (FTE)	###									
No. of additional valuers (FTE)	###									
Valuation appeal board established? (Y/N)		Yes	Yes		Yes			Yes		
Implementation time of new valuation roll (mths)		1	1	1	1					
No. of properties	###	11,797	11,693	11,629	11,889	11,889	11,889	12,660	12,750	12,910
No. of sectional title values	###	162	213	305	325	325	325	260	270	285
No. of unreasonably difficult properties s7(2)		20	20	20	20	20	20	20	20	20
No. of supplementary valuations		1	2	2	2	2	2	2	2	2
No. of valuation roll amendments		20	15	15	15	-	-	50	5	10
No. of objections by rate payers		20	15	15	15	-	-	50	5	10
No. of appeals by rate payers		-	-	-	-	-	-	10	-	-
No. of successful objections	###	20	15	15	15	-	-	40	5	10
No. of successful objections > 10%	###	20	15	15	15	-	-	40	5	10
Supplementary valuation		200	584	188	210			200	220	250
Public service infrastructure value (Rm)	###					-	-	-	-	-
Municipality owned property value (Rm)		91	469	90	97			88	88	88
Valuation reductions:										
Valuation reductions-public infrastructure (Rm)		-	-	-	-	-	-	-	-	-
Valuation reductions-nature reserves/park (Rm)		-	-	-	-	-	-	-	-	-
Valuation reductions-mineral rights (Rm)		-	-	-	-	-	-	-	-	-
Valuation reductions-R15,000 threshold (Rm)		174	144	144	145			149	149	149
Valuation reductions-public worship (Rm)		-	-	-	-	-	-	-	-	-
Valuation reductions-other (Rm)		12		12	13			12	12	12
Total valuation reductions:		186	144	156	158	-	-	161	161	161
Total value used for rating (Rm)	###	6,919	6,840	6,865	6,941			7,884	7,900	7,950
Total land value (Rm)	###	-	-	-	-	-	-	-	-	-
Total value of improvements (Rm)	###	-	-	-	-	-	-	-	-	-
Total market value (Rm)	###	6,919	6,840	6,865	6,941			7,884	7,900	7,950
Rating:										
Residential rate used to determine rate for other categories? (Y/N)		Yes	Yes	Yes	Yes			Yes		
Differential rates used? (Y/N)	###	No	No	No	No			No		
Limit on annual rate increase (s20)? (Y/N)		No	No	No	No			No		
Special rating area used? (Y/N)		No	No	No	No			No		
Phasing-in properties s21 (number)		No	No	No	No			No		
Rates policy accompanying budget? (Y/N)		Yes	Yes	Yes	Yes			Yes		
Fixed amount minimum value (R'000)	No			No	No			No		
Non-residential prescribed ratio s19? (%)		No		No	No			No		
Rate revenue:										
Rate revenue budget (R'000)	###	29,181	32,414	34,627	43,645	43,000	43,000	47,448	50,770	54,831
Rate revenue expected to collect (R'000)	###									
Expected cash collection rate (%)										
Special rating areas (R'000)	###									
Rebates, exemptions - indigent (R'000)										
Rebates, exemptions - pensioners (R'000)										
Rebates, exemptions - bona fide farm. (R'000)										
Rebates, exemptions - other (R'000)										
Phase-in reductions/discounts (R'000)										
Total rebates,exemptns,reductns,discs (R'000)		-	-	-	-	-	-	-	-	-

WC013 Bergrivier - Supporting Table SA12a Property rates by category (current year)

Description	Ref	Resi.	Indust.	Bus. & Comm.	Farm props.	State-owned	Muni props.	Public service infra.	Private owned towns	Formal & Informal Settle.	Comm. Land	State trust land	Section 8(2)(n) (note 1)	Protect. Areas	National Monum/ts	Public benefit organs.	Mining Props.
Current Year 2012/13																	
Valuation:																	
No. of properties		9,574	110	356	869	265	455	-	-	-	-	-	-	-	-	-	-
No. of sectional title property values		305	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
No. of unreasonably difficult properties s7(2)		-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
No. of supplementary valuations		2	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Supplementary valuation (Rm)		-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
No. of valuation roll amendments		-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
No. of objections by rate-payers		-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
No. of appeals by rate-payers		-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
No. of appeals by rate-payers finalised		-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
No. of successful objections	###	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
No. of successful objections > 10%	###	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Estimated no. of properties not valued		-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Years since last valuation (select)																	
Frequency of valuation (select)																	
Method of valuation used (select)																	
Base of valuation (select)																	
Phasing-in properties s21 (number)																	
Combination of rating types used? (Y/N)																	
Flat rate used? (Y/N)																	
Is balance rated by uniform rate/variable rate?																	
Valuation reductions:																	
Valuation reductions-public infrastructure (Rm)		-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Valuation reductions-nature reserves/park (Rm)		-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Valuation reductions-mineral rights (Rm)		-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Valuation reductions-R15,000 threshold (Rm)		144	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Valuation reductions-public worship (Rm)		-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Valuation reductions-other (Rm)	###	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Total valuation reductions:																	
Total value used for rating (Rm)	###																
Total land value (Rm)	###																
Total value of improvements (Rm)	###																
Total market value (Rm)	###																
Rating:																	
Average rate	###	0.007880	0.008668	0.008668	0.001576												
Rate revenue budget (R '000)																	
Rate revenue expected to collect (R'000)																	
Expected cash collection rate (%)	###																
Special rating areas (R'000)																	
Rebates, exemptions - indigent (R'000)																	
Rebates, exemptions - pensioners (R'000)																	
Rebates, exemptions - bona fide farm. (R'000)																	
Rebates, exemptions - other (R'000)																	
Phase-in reductions/discounts (R'000)																	
Total rebates, exemptns, reductns, discs (R'000)																	

WC013 Bergrivier - Supporting Table SA12b Property rates by category (budget year)

Description	Ref	Resi.	Indust.	Bus. & Comm.	Farm props.	State-owned	Muni props.	Public service infra.	Private owned towns	Formal & Informal Settle.	Comm. Land	State trust land	Section 8(2)(n) (note 1)	Protect. Areas	National Monum/ts	Public benefit organs.	Mining Props.
Budget Year 2013/14																	
Valuation:																	
No. of properties		10,379	120	366	1,281	531											
No. of sectional title property values		260															
No. of unreasonably difficult properties s7(2)																	
No. of supplementary valuations		2															
Supplementary valuation (Rm)		41															
No. of valuation roll amendments																	
No. of objections by rate-payers																	
No. of appeals by rate-payers																	
No. of appeals by rate-payers finalised																	
No. of successful objections	###																
No. of successful objections > 10%	###																
Estimated no. of properties not valued																	
Years since last valuation (select)																	
Frequency of valuation (select)																	
Method of valuation used (select)																	
Base of valuation (select)																	
Phasing-in properties s21 (number)																	
Combination of rating types used? (Y/N)																	
Flat rate used? (Y/N)																	
Is balance rated by uniform rate/variable rate?																	
Valuation reductions:																	
Valuation reductions-public infrastructure (Rm)																	
Valuation reductions-nature reserves/park (Rm)																	
Valuation reductions-mineral rights (Rm)																	
Valuation reductions-R15,000 threshold (Rm)																	
Valuation reductions-public worship (Rm)																	
Valuation reductions-other (Rm)	###																
Total valuation reductions:																	
Total value used for rating (Rm)	###																
Total land value (Rm)	###																
Total value of improvements (Rm)	###																
Total market value (Rm)	###																
Rating:																	
Average rate	###	0.008510	0.009361	0.009361	0.002128												
Rate revenue budget (R '000)		31,046	2,230	5,364	6,190												
Rate revenue expected to collect (R'000)																	
Expected cash collection rate (%)	###																
Special rating areas (R'000)																	
Rebates, exemptions - indigent (R'000)																	
Rebates, exemptions - pensioners (R'000)																	
Rebates, exemptions - bona fide farm. (R'000)																	
Rebates, exemptions - other (R'000)																	
Phase-in reductions/discounts (R'000)																	
Total rebates,exemptns,reductns,discs (R'000)																	

WC013 Bergvrierv - Supporting Table SA13a Service Tariffs by category

Description	Ref	Provide description of tariff structure where appropriate	2009/10	2010/11	2011/12	Current Year 2012/13	2013/14 Medium Term Revenue & Expenditure Framework		
							Budget Year 2013/14	Budget Year +1 2014/15	Budget Year +2 2015/16
Property rates (rate in the Rand)	####								
Residential properties			9,577	9,637	9,574	9,754			
Residential properties - vacant land			982	1,129	1,667	1,627			
Formal/informal settlements									
Small holdings									
Farm properties - used			823	869	869	869			
Farm properties - not used									
Industrial properties			106	104	110	115			
Business and commercial properties			339	347	356	365			
Communal land - residential									
Communal land - small holdings									
Communal land - farm property									
Communal land - business and commercial									
Communal land - other									
State-owned properties			265	265	265	265			
Municipal properties			455	469	455	455			
Public service infrastructure									
Privately owned towns serviced by the owner									
State trust land									
Restitution and redistribution properties									
Protected areas									
National monuments properties									
Exemptions, reductions and rebates (Rands)									
Residential properties									
R15 000 threshold rebate			15,000	15,000	15,000	15,000	15,000	15,000	15,000
General residential rebate			5,000	5,000	5,000	5,000	5,000	5,000	5,000
Indigent rebate or exemption			5,000	5,000	5,000	5,000	5,000	5,000	5,000
Pensioners/social grants rebate or exemption									
Temporary relief rebate or exemption									
Bona fide farmers rebate or exemption									
Other rebates or exemptions	####								
Water tariffs									
Domestic									
Basic charge/flat fee (Rands/month)			-	-	27	31	34	37	39
Service point - vacant land (Rands/month)					35	41	44	47	51
Water usage - flat rate tariff (c/kl)									
Water usage - life line tariff		(describe structure)							
Water usage - Block 1 (c/kl)		0-6			4	4	5	5	6
Water usage - Block 2 (c/kl)		7-20			8	9	10	10	11
Water usage - Block 3 (c/kl)		21-50			8	9	10	10	11
Water usage - Block 4 (c/kl)		51-100			9	10	11	12	13
Water usage - Block 5 (c/kl)		101-200			9	11	12	13	14
Water usage - Block 6 (c/kl)		201-1000			10	11	12	13	14
Water usage - Block 7 (c/kl)		1001-1500			8	10	10	11	12
Water usage - Block 8 (c/kl)		1501-2000			7	8	9	10	10
Other	####	2000+			6	7	7	8	9
Waste water tariffs									
Domestic									
Basic charge/flat fee (Rands/month)					89	95	102	111	119
Service point - vacant land (Rands/month)					70	75	81	88	95
Waste water - flat rate tariff (c/kl)									
Volumetric charge - Block 1 (c/kl)		(fill in structure)							
Volumetric charge - Block 2 (c/kl)		(fill in structure)							
Volumetric charge - Block 3 (c/kl)		(fill in structure)							
Volumetric charge - Block 4 (c/kl)		(fill in structure)							
Other	####								
Electricity tariffs									
Domestic									
Basic charge/flat fee (Rands/month)									
Service point - vacant land (Rands/month)									
FBE		(how is this targeted?)							
Life-line tariff - meter		(describe structure)							
Life-line tariff - prepaid		(describe structure)							
Flat rate tariff - meter (c/kwh)									
Flat rate tariff - prepaid (c/kwh)									
Meter - IBT Block 1 (c/kwh)		0-50							
Meter - IBT Block 2 (c/kwh)		51-350							
Meter - IBT Block 3 (c/kwh)		351-600							
Meter - IBT Block 4 (c/kwh)		600+							
Meter - IBT Block 5 (c/kwh)		0-50							
[insert extra blocks if necessary]		51-350							
Prepaid - IBT Block 1 (c/kwh)		351-600							
Prepaid - IBT Block 2 (c/kwh)		600+							
Prepaid - IBT Block 3 (c/kwh)		0-50							
Prepaid - IBT Block 4 (c/kwh)		51-350							
Prepaid - IBT Block 5 (c/kwh)		351-600							
[insert extra blocks if necessary]		600+							
Other	####								
Waste management tariffs									
Domestic									
Street cleaning charge									
Basic charge/flat fee					111	128	138	149	161
80l bin - once a week									
250l bin - once a week									

WC013 Bergrivier - Supporting Table SA13b Service Tariffs by category - explanatory

Description	Ref	Provide description of tariff structure where appropriate	2009/10	2010/11	2011/12	Current Year 2012/13	2013/14 Medium Term Revenue & Expenditure Framework		
							Budget Year 2013/14	Budget Year +1 2014/15	Budget Year +2 2015/16
Exemptions, reductions and rebates (Rands) <i>[Insert lines as applicable]</i>									
Water tariffs <i>[Insert blocks as applicable]</i>		(fill in thresholds) (fill in thresholds) (fill in thresholds) (fill in thresholds) (fill in thresholds) (fill in thresholds) (fill in thresholds) (fill in thresholds) (fill in thresholds)							
Waste water tariffs <i>[Insert blocks as applicable]</i>		(fill in structure) (fill in structure) (fill in structure) (fill in structure) (fill in structure) (fill in structure) (fill in structure) (fill in structure)							
Electricity tariffs <i>[Insert blocks as applicable]</i>		(fill in thresholds) (fill in thresholds) (fill in thresholds) (fill in thresholds) (fill in thresholds) (fill in thresholds) (fill in thresholds) (fill in thresholds) (fill in thresholds) (fill in thresholds) (fill in thresholds)							

WC013 Bergrivier - Supporting Table SA14 Household bills

Description	Ref	2009/10	2010/11	2011/12	Current Year 2012/13			2013/14 Medium Term Revenue & Expenditure Framework			
		Audited Outcome	Audited Outcome	Audited Outcome	Original Budget	Adjusted Budget	Full Year Forecast	Budget Year 2013/14 % incr.	Budget Year 2013/14	Budget Year +1 2014/15	Budget Year +2 2015/16
Rand/cent											
Monthly Account for Household - 'Middle Income Range'	###										
Rates and services charges:											
Property rates		345.66	370.04	402.34	459.67	459.67	459.67	8.0%	496.42	526.20	568.30
Electricity: Basic levy		80.18	92.20	111.00	128.00	128.00	128.00	7.5%	137.59	145.85	157.52
Electricity: Consumption		540.84	622.00	760.53	854.00	854.00	854.00	7.5%	918.02	973.10	1,050.94
Water: Basic levy		-	-	27.00	31.32	31.32	31.32	8.0%	33.83	36.20	39.09
Water: Consumption		161.77	174.74	183.37	212.72	212.72	212.72	21.4%	258.25	276.33	298.44
Sanitation		75.92	81.99	88.55	94.75	94.75	94.75	8.0%	102.33	110.52	117.15
Refuse removal		95.44	103.07	111.32	128.02	128.02	128.02	8.0%	138.26	149.32	158.28
Other		-	-	-	-	-	-	-	-	-	-
sub-total		1,299.81	1,444.04	1,684.11	1,908.48	1,908.48	1,908.48	9.2%	2,084.70	2,217.51	2,389.72
VAT on Services		133.58	150.36	179.45	202.83	202.83	202.83	9.6%	222.36	236.78	255.00
Total large household bill:		1,433.39	1,594.40	1,863.56	2,111.31	2,111.31	2,111.31	9.3%	2,307.06	2,454.30	2,644.72
% increase/-decrease			11.2%	16.9%	13.3%	-	-		9.3%	6.4%	7.8%
Monthly Account for Household - 'Affordable Range'	###										
Rates and services charges:											
Property rates		244.00	261.20	284.00	328.33	328.33	328.33	8.0%	354.58	375.86	405.93
Electricity: Basic levy		80.18	92.20	111.00	128.00	128.00	128.00	7.5%	137.59	145.85	157.52
Electricity: Consumption		256.19	294.63	334.21	372.00	372.00	372.00	7.5%	399.89	423.88	457.79
Water: Basic levy		-	-	27.00	31.32	31.32	31.32	8.0%	33.83	36.20	39.09
Water: Consumption		128.05	138.34	145.16	168.38	168.38	168.38	24.9%	210.37	225.09	243.10
Sanitation		75.92	81.99	88.55	94.75	94.75	94.75	8.0%	102.33	110.52	117.15
Refuse removal		95.44	103.07	111.32	128.02	128.02	128.02	8.0%	138.26	149.32	158.28
Other		-	-	-	-	-	-	-	-	-	-
sub-total		879.78	971.43	1,101.24	1,250.80	1,250.80	1,250.80	10.1%	1,376.85	1,466.71	1,578.85
VAT on Services		89.01	99.43	114.42	129.15	129.15	129.15	10.8%	143.12	152.72	164.21
Total small household bill:		968.79	1,070.86	1,215.66	1,379.95	1,379.95	1,379.95	10.1%	1,519.97	1,619.43	1,743.06
% increase/-decrease			10.5%	13.5%	13.5%	-	-		10.1%	6.5%	7.6%
Monthly Account for Household - 'Indigent' Household receiving free basic services	###										
Rates and services charges:											
Property rates		142.33	152.37	165.67	197.00	197.00	197.00	8.0%	212.75	225.52	243.56
Electricity: Basic levy		-	-	-	-	-	-	-	-	-	-
Electricity: Consumption		172.87	173.68	189.48	237.00	237.00	237.00	7.5%	254.77	270.05	291.66
Water: Basic levy		-	-	-	-	-	-	-	-	-	-
Water: Consumption		94.32	101.93	106.96	124.04	124.04	124.04	8.0%	133.98	143.36	154.83
Sanitation		-	-	-	-	-	-	-	-	-	-
Refuse removal		-	-	-	-	-	-	-	-	-	-
Other		-	-	-	-	-	-	-	-	-	-
sub-total		409.52	427.98	462.11	558.04	558.04	558.04	7.8%	601.50	638.93	690.04
VAT on Services		37.41	38.58	41.50	50.55	50.55	50.55	7.7%	54.42	57.88	62.51
Total small household bill:		446.93	466.56	503.61	608.59	608.59	608.59	7.8%	655.92	696.80	752.55
% increase/-decrease			4.4%	7.9%	20.8%	-	-		7.8%	6.2%	8.0%

WC013 Bergrivier - Supporting Table SA15 Investment particulars by type

Investment type	Ref	2009/10	2010/11	2011/12	Current Year 2012/13			2013/14 Medium Term Revenue & Expenditure Framework		
		Audited Outcome	Audited Outcome	Audited Outcome	Original Budget	Adjusted Budget	Full Year Forecast	Budget Year 2013/14	Budget Year +1 2014/15	Budget Year +2 2015/16
R thousand										
Parent municipality										
Securities - National Government		-	-	-	-	-	-	-	-	-
Listed Corporate Bonds		-	-	-	-	-	-	-	-	-
Deposits - Bank		-	-	-	-	-	-	-	-	-
Deposits - Public Investment Commissioners		-	-	-	-	-	-	-	-	-
Deposits - Corporation for Public Deposits		-	-	-	-	-	-	-	-	-
Bankers Acceptance Certificates		-	-	-	-	-	-	-	-	-
Negotiable Certificates of Deposit - Banks		-	-	-	-	-	-	-	-	-
Guaranteed Endowment Policies (sinking)		-	-	-	-	-	-	-	-	-
Repurchase Agreements - Banks		-	-	-	-	-	-	-	-	-
Municipal Bonds		-	-	-	-	-	-	-	-	-
Municipality sub-total	###	-	-	-	-	-	-	-	-	-
Entities										
Securities - National Government		-	-	-	-	-	-	-	-	-
Listed Corporate Bonds		-	-	-	-	-	-	-	-	-
Deposits - Bank		-	-	-	-	-	-	-	-	-
Deposits - Public Investment Commissioners		-	-	-	-	-	-	-	-	-
Deposits - Corporation for Public Deposits		-	-	-	-	-	-	-	-	-
Bankers Acceptance Certificates		-	-	-	-	-	-	-	-	-
Negotiable Certificates of Deposit - Banks		-	-	-	-	-	-	-	-	-
Guaranteed Endowment Policies (sinking)		-	-	-	-	-	-	-	-	-
Repurchase Agreements - Banks		-	-	-	-	-	-	-	-	-
Entities sub-total		-	-	-	-	-	-	-	-	-
Consolidated total:		-	-	-	-	-	-	-	-	-

WC013 Bergrivier - Supporting Table SA16 Investment particulars by maturity

Investments by Maturity Name of institution & investment ID	Ref ###	Period of Investment	Type of Investment	Capital Guarantee (Yes/ No)	Variable or Fixed Interest rate	Interest Rate 3.	Commission Paid (Rands)	Commission Recipient	Expiry date of investment	Monetary value	Interest to be realised
		Yrs/Months								Rand thousand	
Parent municipality											
Municipality sub-total										-	-
Entities											
Entities sub-total										-	-
TOTAL INVESTMENTS AND INTEREST	###									-	-

References
1. Total investments must reconcile to all items in Table SA15 for the Current Year (30 June)
2. List investments in expiry date order

WC013 Bergrivier - Supporting Table SA17 Borrowing

Borrowing - Categorised by type	Ref	2009/10	2010/11	2011/12	Current Year 2012/13			2013/14 Medium Term Revenue & Expenditure Framework		
R thousand		Audited Outcome	Audited Outcome	Audited Outcome	Original Budget	Adjusted Budget	Full Year Forecast	Budget Year 2013/14	Budget Year +1 2014/15	Budget Year +2 2015/16
Parent municipality										
Long-Term Loans (annuity/reducing balance)		32,767	45,985	48,196	47,752	52,859	52,859	45,300	48,292	51,082
Long-Term Loans (non-annuity)		-	-	-	-	-	-	-	-	-
Local registered stock		-	-	-	-	-	-	-	-	-
Instalment Credit		-	-	-	-	-	-	-	-	-
Financial Leases		15	363	-	233	87	87	-	-	-
PPP liabilities		-	-	-	-	-	-	-	-	-
Finance Granted By Cap Equipment Supplier		-	-	-	-	-	-	-	-	-
Marketable Bonds		-	-	-	-	-	-	-	-	-
Non-Marketable Bonds		-	-	-	-	-	-	-	-	-
Bankers Acceptances		-	-	-	-	-	-	-	-	-
Financial derivatives		-	-	-	-	-	-	-	-	-
Other Securities		-	-	-	-	-	-	-	-	-
Municipality sub-total	###	32,782	46,347	48,196	47,985	52,947	52,947	45,300	48,292	51,082
Entities										
Long-Term Loans (annuity/reducing balance)		-	-	-	-	-	-	-	-	-
Long-Term Loans (non-annuity)		-	-	-	-	-	-	-	-	-
Local registered stock		-	-	-	-	-	-	-	-	-
Instalment Credit		-	-	-	-	-	-	-	-	-
Financial Leases		-	-	-	-	-	-	-	-	-
PPP liabilities		-	-	-	-	-	-	-	-	-
Finance Granted By Cap Equipment Supplier		-	-	-	-	-	-	-	-	-
Marketable Bonds		-	-	-	-	-	-	-	-	-
Non-Marketable Bonds		-	-	-	-	-	-	-	-	-
Bankers Acceptances		-	-	-	-	-	-	-	-	-
Financial derivatives		-	-	-	-	-	-	-	-	-
Other Securities		-	-	-	-	-	-	-	-	-
Entities sub-total	###	-	-	-	-	-	-	-	-	-
Total Borrowing	###	32,782	46,347	48,196	47,985	52,947	52,947	45,300	48,292	51,082

Unspent Borrowing - Categorised by type										
Parent municipality										
Long-Term Loans (annuity/reducing balance)		-	-	-	-	-	-	-	-	-
Long-Term Loans (non-annuity)		-	-	-	-	-	-	-	-	-
Local registered stock		-	-	-	-	-	-	-	-	-
Instalment Credit		-	-	-	-	-	-	-	-	-
Financial Leases		-	-	-	-	-	-	-	-	-
PPP liabilities		-	-	-	-	-	-	-	-	-
Finance Granted By Cap Equipment Supplier		-	-	-	-	-	-	-	-	-
Marketable Bonds		-	-	-	-	-	-	-	-	-
Non-Marketable Bonds		-	-	-	-	-	-	-	-	-
Bankers Acceptances		-	-	-	-	-	-	-	-	-
Financial derivatives		-	-	-	-	-	-	-	-	-
Other Securities		-	-	-	-	-	-	-	-	-
Municipality sub-total	###	-	-	-	-	-	-	-	-	-
Entities										
Long-Term Loans (annuity/reducing balance)		-	-	-	-	-	-	-	-	-
Long-Term Loans (non-annuity)		-	-	-	-	-	-	-	-	-
Local registered stock		-	-	-	-	-	-	-	-	-
Instalment Credit		-	-	-	-	-	-	-	-	-
Financial Leases		-	-	-	-	-	-	-	-	-
PPP liabilities		-	-	-	-	-	-	-	-	-
Finance Granted By Cap Equipment Supplier		-	-	-	-	-	-	-	-	-
Marketable Bonds		-	-	-	-	-	-	-	-	-
Non-Marketable Bonds		-	-	-	-	-	-	-	-	-
Bankers Acceptances		-	-	-	-	-	-	-	-	-
Financial derivatives		-	-	-	-	-	-	-	-	-
Other Securities		-	-	-	-	-	-	-	-	-
Entities sub-total	###	-	-	-	-	-	-	-	-	-
Total Unspent Borrowing	###	-	-	-	-	-	-	-	-	-

WC013 Bergrivier - Supporting Table SA18 Transfers and grant receipts

Description	Ref	2009/10	2010/11	2011/12	Current Year 2012/13			2013/14 Medium Term Revenue & Expenditure Framework		
		Audited Outcome	Audited Outcome	Audited Outcome	Original Budget	Adjusted Budget	Full Year Forecast	Budget Year 2013/14	Budget Year +1 2014/15	Budget Year +2 2015/16
R thousand										
RECEIPTS:	1, 2									
Operating Transfers and Grants										
National Government:		16,221	23,765	20,065	29,825	29,825	29,825	27,855	29,355	32,756
Local Government Equitable Share		14,791	20,959	17,589	22,679	22,679	22,679	24,815	27,571	30,689
Finance Management		1,425	1,000	1,250	1,250	1,250	1,250	1,300	1,450	1,500
Municipal Systems Improvement		-	750	645	800	800	800	740	334	567
Integrated National Electrification Program(Eskom)		5	1,056	-	896	896	896	-	-	-
Integrated National Electrification Programme (Mun		-	-	-	4,200	4,200	4,200	-	-	-
EPWP Incentive		-	-	581	-	-	-	1,000	-	-
Other transfers/grants [insert description]		-	-	-	-	-	-	-	-	-
Provincial Government:		11,445	15,670	17,170	3,801	3,974	3,974	4,159	3,688	3,917
CDW - Operational Support Grant		-	100	78	81	54	54	-	-	-
Library Services		523	553	-	706	706	706	793	872	959
Maintenance of Proclaimed Roads		-	50	-	80	80	80	53	-	-
EPWP		-	-	-	-	-	-	-	-	-
Mobility Strategies		-	-	-	-	-	-	-	-	-
Library Service: Replacement Funding For Most Vulnera		-	-	3,269	2,934	2,934	2,934	3,110	2,816	2,958
Finance Management		-	-	-	-	200	200	-	-	-
Development of Sport and Recreation Facilities		-	-	-	-	-	-	203	-	-
Housing		10,922	14,967	13,822	-	-	-	-	-	-
District Municipality:		68	-	-	-	-	-	-	-	-
West Coast DM		68	-	-	-	-	-	-	-	-
Other grant providers:		-	-	-	-	-	-	-	-	-
[insert description]		-	-	-	-	-	-	-	-	-
Total Operating Transfers and Grants	###	27,735	39,435	37,235	33,626	33,799	33,799	32,014	33,043	36,673
Capital Transfers and Grants										
National Government:		-	8,087	9,872	11,799	11,799	11,799	11,293	12,680	13,146
Municipal Infrastructure (MIG)		-	8,087	9,727	11,799	11,799	11,799	11,143	12,080	12,746
DME Electricity		-	-	-	-	-	-	-	-	-
Integrated National Electrification Programme (Municipal)		-	-	-	-	-	-	-	-	-
Integrated National Electrification Programme (Eskom) G		-	-	-	-	-	-	-	-	-
Municipal Systems Improvement		-	-	145	-	-	-	150	600	400
Other capital transfers/grants [insert desc]		-	-	-	-	-	-	-	-	-
Provincial Government:		2,167	500	-	4,636	513	513	7,681	16,120	16,175
Housing		2,167	-	-	-	-	-	7,363	15,640	15,640
Construction Sidewalks		-	500	-	-	-	-	-	-	-
Human Settlements Development Grant		-	-	-	2,636	513	513	-	-	-
Library Services		-	-	-	-	-	-	115	480	535
Development of Sport and Recreation Facilities		-	-	-	-	-	-	203	-	-
Thusong (Multi-Purpose) Centres Grant		-	-	-	2,000	-	-	-	-	-
District Municipality:		-	-	-	-	-	-	-	-	-
West Coast DM		-	-	-	-	-	-	-	-	-
Other grant providers:		1,454	100	566	-	-	-	-	-	-
Developers		1,454	-	-	-	-	-	-	-	-
Lotto		-	100	566	-	-	-	-	-	-
Total Capital Transfers and Grants	###	3,621	8,687	10,438	16,435	12,312	12,312	18,973	28,800	29,321
TOTAL RECEIPTS OF TRANSFERS & GRANTS		31,356	48,122	47,673	50,061	46,111	46,111	50,987	61,843	65,994

WC013 Bergrivier - Supporting Table SA19 Expenditure on transfers and grant programme

Description	Ref	2009/10	2010/11	2011/12	Current Year 2012/13			2013/14 Medium Term Revenue & Expenditure Framework		
		Audited Outcome	Audited Outcome	Audited Outcome	Original Budget	Adjusted Budget	Full Year Forecast	Budget Year 2013/14	Budget Year +1 2014/15	Budget Year +2 2015/16
R thousand										
EXPENDITURE:	###									
Operating expenditure of Transfers and Grants										
National Government:		16,221	20,364	22,346	25,625	29,825	29,825	27,855	29,355	32,756
Local Government Equitable Share		14,791	18,735	19,898	22,679	22,679	22,679	24,815	27,571	30,689
Finance Management		1,425	721	1,211	1,250	1,250	1,250	1,300	1,450	1,500
Municipal Systems Improvement		-	577	656	800	800	800	740	334	567
Integrated National Electrification Program(Eskom)		5	-	-	896	896	896	-	-	-
Integrated National Electrification Programme (Municipal)		-	-	-	-	4,200	4,200	-	-	-
EPWP Incentive		-	-	581	-	-	-	1,000	-	-
Other transfers/grants [insert description]		-	330	-	-	-	-	-	-	-
Provincial Government:		11,445	5,941	18,299	3,801	4,487	4,487	4,159	3,688	3,917
CDW - Operational Support Grant		-	77	136	81	54	54	-	-	-
Library Services		523	553	3,269	706	706	706	793	872	959
Maintenance of Proclaimed Roads		-	50	-	80	80	80	53	-	-
EPWP		-	-	-	-	-	-	-	-	-
Library Service: Replacement Funding For Most Vulnerable		-	-	-	2,934	2,934	2,934	3,110	2,816	2,958
Finance Management		-	-	-	-	200	200	-	-	-
Development of Sport and Recreation Facilities		-	-	-	-	-	-	203	-	-
Housing		10,922	5,261	14,893	-	513	513	-	-	-
District Municipality:		68	76	-	-	-	-	-	-	-
West Coast DM		68	76	-	-	-	-	-	-	-
Other grant providers:		-	-	-	-	-	-	-	-	-
[insert description]		-	-	-	-	-	-	-	-	-
Total operating expenditure of Transfers and Grants:		27,735	26,381	40,645	29,426	34,312	34,312	32,014	33,043	36,673
Capital expenditure of Transfers and Grants										
National Government:		-	11,796	10,125	11,799	11,799	11,799	11,443	13,280	13,546
Municipal Infrastructure (MIG)		-	10,503	9,980	11,799	11,799	11,799	11,293	12,680	13,146
DME Electricity		-	-	-	-	-	-	-	-	-
Integrated National Electrification Programme (Municipal)		-	-	-	-	-	-	-	-	-
Integrated National Electrification Programme (Eskom) G		-	1,056	-	-	-	-	-	-	-
Municipal Systems Improvement		-	-	145	-	-	-	150	600	400
Other capital transfers/grants [insert desc]		-	237	-	-	-	-	-	-	-
Provincial Government:		2,167	4,126	4,362	4,636	-	-	7,681	16,120	16,175
Housing		2,167	3,845	4,362	-	-	-	7,363	15,640	15,640
Sport & Recreation		-	-	-	-	-	-	-	-	-
Human Settlements Development Grant		-	-	-	2,636	-	-	-	-	-
Library Services		-	-	-	-	-	-	-	-	-
Development of Sport and Recreation Facilities		-	-	-	-	-	-	115	480	535
Thusong (Multi-Purpose) Centres Grant		-	-	-	2,000	-	-	203	-	-
CDW Contribution		-	3	-	-	-	-	-	-	-
Construction Sidewalks		-	278	-	-	-	-	-	-	-
District Municipality:		-	-	-	-	-	-	-	-	-
West Coast DM		-	-	-	-	-	-	-	-	-
Other grant providers:		-	90	-	-	-	-	-	-	-
Lotto: Zuurvlaakte Sport Field		-	90	-	-	-	-	-	-	-
Total capital expenditure of Transfers and Grants		2,167	16,012	14,487	16,435	11,799	11,799	19,123	29,400	29,721
TOTAL EXPENDITURE OF TRANSFERS AND GRANTS		29,902	42,393	55,132	45,861	46,111	46,111	51,137	62,443	66,394

WC013 Bergrivier - Supporting Table SA20 Reconciliation of transfers, grant receipts and unspent funds

Description	Ref	2009/10	2010/11	2011/12	Current Year 2012/13			2013/14 Medium Term Revenue & Expenditure Framework		
		Audited Outcome	Audited Outcome	Audited Outcome	Original Budget	Adjusted Budget	Full Year Forecast	Budget Year 2013/14	Budget Year +1 2014/15	Budget Year +2 2015/16
R thousand										
Operating transfers and grants:	1,3									
National Government:										
Balance unspent at beginning of the year		(5)	-	-	-	-	-	-	-	-
Current year receipts		16,221	20,632	22,346	29,825	25,625	25,625	27,855	29,355	32,756
Conditions met - transferred to revenue		16,216	20,682	22,346	29,825	25,625	25,625	27,855	29,355	32,756
Conditions still to be met - transferred to liabilities		-	(50)	-	-	-	-	-	-	-
Provincial Government:										
Balance unspent at beginning of the year		-	-	-	-	-	-	-	-	-
Current year receipts		11,445	4,970	18,109	3,801	3,974	3,974	4,159	3,688	3,917
Conditions met - transferred to revenue		11,445	2,667	18,109	3,801	3,974	3,974	4,159	3,688	3,917
Conditions still to be met - transferred to liabilities		-	2,303	-	-	-	-	-	-	-
District Municipality:										
Balance unspent at beginning of the year		-	-	-	-	-	-	-	-	-
Current year receipts		68	-	84	-	-	-	-	-	-
Conditions met - transferred to revenue		68	-	84	-	-	-	-	-	-
Conditions still to be met - transferred to liabilities		-	-	-	-	-	-	-	-	-
Other grant providers:										
Balance unspent at beginning of the year		-	-	561	-	-	-	-	-	-
Current year receipts		-	-	-	-	-	-	-	-	-
Conditions met - transferred to revenue		-	-	561	-	-	-	-	-	-
Conditions still to be met - transferred to liabilities		-	-	-	-	-	-	-	-	-
Total operating transfers and grants revenue		27,730	23,349	41,100	33,626	29,599	29,599	32,014	33,043	36,673
Total operating transfers and grants - CTBM	###	-	2,254	-	-	-	-	-	-	-
Capital transfers and grants:	1,3									
National Government:										
Balance unspent at beginning of the year		-	-	-	-	-	-	-	-	-
Current year receipts		-	8,087	10,125	10,350	10,730	10,730	11,293	12,680	13,146
Conditions met - transferred to revenue		-	7,834	10,125	10,350	10,730	10,730	11,293	12,680	13,146
Conditions still to be met - transferred to liabilities		-	253	-	-	-	-	-	-	-
Provincial Government:										
Balance unspent at beginning of the year		1,797	-	-	-	-	-	-	-	-
Current year receipts		2,167	11,200	4,362	4,636	-	-	7,681	16,120	16,175
Conditions met - transferred to revenue		3,964	7,642	4,362	4,636	-	-	7,681	16,120	16,175
Conditions still to be met - transferred to liabilities		-	3,558	-	-	-	-	-	-	-
District Municipality:										
Balance unspent at beginning of the year		-	-	-	-	-	-	-	-	-
Current year receipts		-	-	-	-	-	-	-	-	-
Conditions met - transferred to revenue		-	-	-	-	-	-	-	-	-
Conditions still to be met - transferred to liabilities		-	-	-	-	-	-	-	-	-
Other grant providers:										
Balance unspent at beginning of the year		-	-	-	-	-	-	-	-	-
Current year receipts		1,454	100	-	-	-	-	-	-	-
Conditions met - transferred to revenue		1,454	536	-	-	-	-	-	-	-
Conditions still to be met - transferred to liabilities		-	(436)	-	-	-	-	-	-	-
Total capital transfers and grants revenue		5,418	16,012	14,487	14,986	10,730	10,730	18,973	28,800	29,321
Total capital transfers and grants - CTBM	###	-	3,375	-	-	-	-	-	-	-
TOTAL TRANSFERS AND GRANTS REVENUE		33,148	39,361	55,587	48,612	40,329	40,329	50,987	61,843	65,994
TOTAL TRANSFERS AND GRANTS - CTBM		-	5,629	-	-	-	-	-	-	-

WC013 Bergrivier - Supporting Table SA21 Transfers and grants made by the municipality

Description	Ref	2009/10	2010/11	2011/12	Current Year 2012/13				2013/14 Medium Term Revenue & Expenditure Framework		
		Audited Outcome	Audited Outcome	Audited Outcome	Original Budget	Adjusted Budget	Full Year Forecast	Pre-audit outcome	Budget Year 2013/14	Budget Year +1 2014/15	Budget Year +2 2015/16
R thousand											
Cash Transfers to other municipalities											
<i>Insert description</i>	###	-	-	-	-	-	-	-	-	-	-
		-	-	-	-	-	-	-	-	-	-
		-	-	-	-	-	-	-	-	-	-
Total Cash Transfers To Municipalities:		-	-	-	-	-	-	-	-	-	-
Cash Transfers to Entities/Other External Mechanisms											
<i>Insert description</i>	###	-	-	-	-	-	-	-	-	-	-
		-	-	-	-	-	-	-	-	-	-
		-	-	-	-	-	-	-	-	-	-
Total Cash Transfers To Entities/Ems'		-	-	-	-	-	-	-	-	-	-
Cash Transfers to other Organs of State											
<i>Insert description</i>	###	-	-	-	-	-	-	-	-	-	-
		-	-	-	-	-	-	-	-	-	-
		-	-	-	-	-	-	-	-	-	-
Total Cash Transfers To Other Organs Of State:		-	-	-	-	-	-	-	-	-	-
Cash Transfers to Organisations											
POMA	###	-	-	-	660	660	660	660	713	763	824
Toerismeburo's: PB; PV; VD		-	-	-	630	630	630	630	630	674	728
Toerisme: Organisasie BR		-	-	-	200	425	425	425	429	459	496
Museums: PB, PV		-	-	-	340	330	330	330	356	381	411
Museums: GV		-	-	-	24				-	-	-
Museums: VD		-	-	-	48	18	18	18	19	20	22
Museums: BR		-	-	-	36				-	-	-
Sportrade: PB		-	-	-	35	27	27	27	67	72	77
Sportrade: PV		-	-	-	35	26	26	26	67	72	77
Sportrade: VD		-	-	-	35	26	26	26	67	72	77
Sportrade: RH; AR; EK; GV; WW		-	-	-	125	80	80	80	-	-	-
Sportforum		-	-	-	45	40	40	40	-	-	-
VD Rolbalkklub - Lone		-	-	-	45	40	40	40	-	-	-
VD Gholf - Lone		-	-	-	45	40	40	40	-	-	-
PB Gholf		-	-	-	45	35	35	35	-	-	-
Bergrivier Bewaring		-	-	-	10	10	10	10	-	-	-
BEMF		-	-	-	120	100	100	100	108	116	125
Other		-	1,743	1,784	-	-	-	-	-	-	-
Total Cash Transfers To Organisations		-	1,743	1,784	2,478	2,487	2,487	2,487	2,456	2,628	2,838
Cash Transfers to Groups of Individuals											
<i>Insert description</i>	###	-	-	-	-	-	-	-	-	-	-
		-	-	-	-	-	-	-	-	-	-
		-	-	-	-	-	-	-	-	-	-
Total Cash Transfers To Groups Of Individuals:		-	-	-	-	-	-	-	-	-	-
TOTAL CASH TRANSFERS AND GRANTS	###	-	1,743	1,784	2,478	3,133	3,133	3,133	2,456	2,628	2,838
Non-Cash Transfers to other municipalities											
<i>Insert description</i>	###	-	-	-	-	-	-	-	-	-	-
		-	-	-	-	-	-	-	-	-	-
		-	-	-	-	-	-	-	-	-	-
Total Non-Cash Transfers To Municipalities:		-	-	-	-	-	-	-	-	-	-
Non-Cash Transfers to Entities/Other External Mechanisms											
<i>Insert description</i>	###	-	-	-	-	-	-	-	-	-	-
		-	-	-	-	-	-	-	-	-	-
		-	-	-	-	-	-	-	-	-	-
Total Non-Cash Transfers To Entities/Ems'		-	-	-	-	-	-	-	-	-	-
Non-Cash Transfers to other Organs of State											
<i>Insert description</i>	###	-	-	-	-	-	-	-	-	-	-
		-	-	-	-	-	-	-	-	-	-
		-	-	-	-	-	-	-	-	-	-
Total Non-Cash Transfers To Other Organs Of State:		-	-	-	-	-	-	-	-	-	-
Non-Cash Grants to Organisations											
<i>Insert description</i>	###	-	-	-	-	-	-	-	-	-	-
		-	-	-	-	-	-	-	-	-	-
		-	-	-	-	-	-	-	-	-	-
Total Non-Cash Grants To Organisations		-	-	-	-	-	-	-	-	-	-
Groups of Individuals											
<i>Insert description</i>	###	-	-	-	-	-	-	-	-	-	-
		-	-	-	-	-	-	-	-	-	-
		-	-	-	-	-	-	-	-	-	-
Total Non-Cash Grants To Groups Of Individuals:		-	-	-	-	-	-	-	-	-	-
TOTAL NON-CASH TRANSFERS AND GRANTS		-	-	-	-	-	-	-	-	-	-
TOTAL TRANSFERS AND GRANTS	###	-	1,743	1,784	2,478	3,133	3,133	3,133	2,456	2,628	2,838

WC013 Bergrivier - Supporting Table SA22 Summary councillor and staff benefits

Summary of Employee and Councillor remuneration R thousand	Ref	2009/10	2010/11	2011/12	Current Year 2012/13			2013/14 Medium Term Revenue & Expenditure Framework		
		Audited Outcome	Audited Outcome	Audited Outcome	Original Budget	Adjusted Budget	Full Year Forecast	Budget Year 2013/14	Budget Year +1 2014/15	Budget Year +2 2015/16
	###	A	B	C	D	E	F	G	H	I
Councillors (Political Office Bearers plus Other)										
Basic Salaries and Wages		2,382	2,222	2,763	3,128	3,186	3,186	2,892	3,095	3,342
Pension and UIF Contributions		243	237	295	430	430	430	470	503	543
Medical Aid Contributions		39	33	36	78	78	78	35	37	40
Motor Vehicle Allowance		375	849	810	196	196	196	783	838	905
Cellphone Allowance		112	190	191	78	287	287	18	19	21
Housing Allowances		-	-	-	-	-	-	-	-	-
Other benefits and allowances		-	-	-	-	-	-	-	-	-
Sub Total - Councillors		3,151	3,532	4,094	3,910	4,177	4,177	4,198	4,492	4,851
% increase	###		12.1%	15.9%	(4.5%)	6.8%	-	0.5%	7.0%	8.0%
Senior Managers of the Municipality										
Basic Salaries and Wages		2,383	2,347	2,439	2,954	2,837	2,837	2,434	2,604	2,813
Pension and UIF Contributions		-	447	401	503	493	493	539	577	623
Medical Aid Contributions		507	183	145	180	152	152	151	162	175
Overtime		-	-	-	-	-	-	-	-	-
Performance Bonus		457	-	-	-	-	-	-	-	-
Motor Vehicle Allowance	###	670	516	434	494	322	322	325	348	375
Cellphone Allowance	###	-	-	-	-	-	-	-	-	-
Housing Allowances	###	-	209	236	314	281	281	225	240	260
Other benefits and allowances	###	43	-	183	45	138	138	332	356	384
Payments in lieu of leave		-	-	-	-	-	-	-	-	-
Long service awards		-	-	38	-	-	-	-	-	-
Post-retirement benefit obligations	###	-	-	-	-	-	-	-	-	-
Sub Total - Senior Managers of Municipality		4,061	3,701	3,876	4,489	4,222	4,222	4,006	4,286	4,629
% increase	###		(8.9%)	4.7%	15.8%	(5.9%)	-	(5.1%)	7.0%	8.0%
Other Municipal Staff										
Basic Salaries and Wages		29,292	39,075	39,396	53,629	47,400	47,400	46,104	49,332	53,278
Pension and UIF Contributions		-	6,383	7,241	8,246	7,576	7,576	8,710	9,320	10,065
Medical Aid Contributions		8,799	2,610	2,882	4,298	3,241	3,241	4,705	5,034	5,437
Overtime		1,988	2,233	2,421	3,298	3,211	3,211	2,014	2,155	2,327
Performance Bonus		-	-	-	-	-	-	-	-	-
Motor Vehicle Allowance	###	3,010	3,189	3,512	3,221	2,787	2,787	3,183	3,406	3,679
Cellphone Allowance	###	-	-	-	-	-	-	-	-	-
Housing Allowances	###	383	222	207	232	205	205	213	227	246
Other benefits and allowances	###	4,465	-	4,132	1,042	2,020	2,020	7,541	8,068	8,714
Payments in lieu of leave		-	872	-	-	-	-	-	-	-
Long service awards		-	-	271	171	184	184	278	297	321
Post-retirement benefit obligations	###	-	2,960	846	-	-	-	-	-	-
Sub Total - Other Municipal Staff		47,937	57,543	60,908	74,136	66,625	66,625	72,747	77,839	84,066
% increase	###		20.0%	5.8%	21.7%	(10.1%)	-	9.2%	7.0%	8.0%
Total Parent Municipality		55,149	64,776	68,879	82,536	75,024	75,024	80,951	86,618	93,547
			17.5%	6.3%	19.8%	(9.1%)	-	7.9%	7.0%	8.0%
Board Members of Entities										
Basic Salaries and Wages		-	-	-	-	-	-	-	-	-
Pension and UIF Contributions		-	-	-	-	-	-	-	-	-
Medical Aid Contributions		-	-	-	-	-	-	-	-	-
Overtime		-	-	-	-	-	-	-	-	-
Performance Bonus		-	-	-	-	-	-	-	-	-
Motor Vehicle Allowance	###	-	-	-	-	-	-	-	-	-
Cellphone Allowance	###	-	-	-	-	-	-	-	-	-
Housing Allowances	###	-	-	-	-	-	-	-	-	-
Other benefits and allowances	###	-	-	-	-	-	-	-	-	-
Board Fees		-	-	-	-	-	-	-	-	-
Payments in lieu of leave		-	-	-	-	-	-	-	-	-
Long service awards		-	-	-	-	-	-	-	-	-
Post-retirement benefit obligations	###	-	-	-	-	-	-	-	-	-
Sub Total - Board Members of Entities		-	-	-	-	-	-	-	-	-
% increase	###		-	-	-	-	-	-	-	-
Senior Managers of Entities										
Basic Salaries and Wages		-	-	-	-	-	-	-	-	-
Pension and UIF Contributions		-	-	-	-	-	-	-	-	-
Medical Aid Contributions		-	-	-	-	-	-	-	-	-
Overtime		-	-	-	-	-	-	-	-	-
Performance Bonus		-	-	-	-	-	-	-	-	-
Motor Vehicle Allowance	###	-	-	-	-	-	-	-	-	-
Cellphone Allowance	###	-	-	-	-	-	-	-	-	-
Housing Allowances	###	-	-	-	-	-	-	-	-	-
Other benefits and allowances	###	-	-	-	-	-	-	-	-	-
Payments in lieu of leave		-	-	-	-	-	-	-	-	-
Long service awards		-	-	-	-	-	-	-	-	-
Post-retirement benefit obligations	###	-	-	-	-	-	-	-	-	-
Sub Total - Senior Managers of Entities		-	-	-	-	-	-	-	-	-
% increase	###		-	-	-	-	-	-	-	-
Other Staff of Entities										
Basic Salaries and Wages		-	-	-	-	-	-	-	-	-
Pension and UIF Contributions		-	-	-	-	-	-	-	-	-
Medical Aid Contributions		-	-	-	-	-	-	-	-	-
Overtime		-	-	-	-	-	-	-	-	-
Performance Bonus		-	-	-	-	-	-	-	-	-
Motor Vehicle Allowance	###	-	-	-	-	-	-	-	-	-
Cellphone Allowance	###	-	-	-	-	-	-	-	-	-
Housing Allowances	###	-	-	-	-	-	-	-	-	-
Other benefits and allowances	###	-	-	-	-	-	-	-	-	-
Payments in lieu of leave		-	-	-	-	-	-	-	-	-
Long service awards		-	-	-	-	-	-	-	-	-
Post-retirement benefit obligations	###	-	-	-	-	-	-	-	-	-
Sub Total - Other Staff of Entities		-	-	-	-	-	-	-	-	-
% increase	###		-	-	-	-	-	-	-	-
Total Municipal Entities		-	-	-	-	-	-	-	-	-
TOTAL SALARY, ALLOWANCES & BENEFITS		55,149	64,776	68,879	82,536	75,024	75,024	80,951	86,618	93,547
% increase	###		17.5%	6.3%	19.8%	(9.1%)	-	7.9%	7.0%	8.0%
TOTAL MANAGERS AND STAFF	5.7	51,998	61,244	64,784	78,626	70,847	70,847	76,753	82,126	88,696

WC013 Bergrivier - Supporting Table SA23 Salaries, allowances & benefits (political office bearers/councillors/senior managers)

Disclosure of Salaries, Allowances & Benefits 1.	Ref	No.	Salary	Contributions	Allowances	Performance Bonuses	In-kind benefits	Total Package
Rand per annum				1.				2.
Councillors	###							
Speaker	###		293,026	94,856	130,950			518,832
Chief Whip								-
Executive Mayor			370,602	114,250	164,936			649,789
Deputy Executive Mayor			310,306	77,576	130,950			518,832
Executive Committee			775,764	72,728	124,525			973,017
Total for all other councillors			1,163,646	145,456	250,690			1,559,792
Total Councillors	###	-	2,913,343	504,867	802,052			4,220,262
Senior Managers of the Municipality	###							
Municipal Manager (MM)			806,910	213,936	245,702	-		1,266,548
Chief Finance Officer			568,182	140,681	233,652	-		942,514
Director : Corporate Services			487,651	186,876	173,644	-		848,171
Director : Technical Services			573,502	141,639	236,201	-		951,342
								-
								-
List of each official with packages >= senior manager								-
								-
								-
								-
								-
								-
								-
								-
								-
								-
Total Senior Managers of the Municipality	8,10	-	2,436,245	683,132	889,199	-		4,008,576
A Heading for Each Entity	6,7							
List each member of board by designation								-
								-
								-
								-
								-
								-
								-
								-
								-
								-
								-
Total for municipal entities	8,10	-	-	-	-	-		-
TOTAL COST OF COUNCILLOR, DIRECTOR and EXECUTIVE REMUNERATION	###	-	5,349,588	1,187,999	1,691,251	-		8,228,838

WC013 Bergrivier - Supporting Table SA24 Summary of personnel numbers

Summary of Personnel Numbers		2011/12			Current Year 2012/13			Budget Year 2013/14		
Number	Ref	Positions	Permanent employees	Contract employees	Positions	Permanent employees	Contract employees	Positions	Permanent employees	Contract employees
Municipal Council and Boards of Municipal Entities										
Councillors (Political Office Bearers plus Other Councillors)		13	13	-	13	13	-	13	13	-
Board Members of municipal entities	####	-	-	-	-	-	-	-	-	-
Municipal employees	####	-	-	-	-	-	-	-	-	-
Municipal Manager and Senior Managers	####	16	15	1	15	18	1	21	20	1
Other Managers	####	-	-	-	-	-	-	-	-	-
Professionals		16	13	-	11	15	-	16	16	-
<i>Finance</i>		4	3	-	3	2	-	3	3	-
<i>Spatial/town planning</i>		3	2	-	2	4	-	4	4	-
<i>Information Technology</i>		1	1	-	1	-	-	-	-	-
<i>Roads</i>		1	1	-	1	3	-	3	3	-
<i>Electricity</i>		1	1	-	1	-	-	-	-	-
<i>Water</i>		-	-	-	-	-	-	-	-	-
<i>Sanitation</i>		-	-	-	-	-	-	-	-	-
<i>Refuse</i>		-	-	-	-	-	-	-	-	-
<i>Other</i>		6	5	-	3	6	-	6	6	-
Technicians		3	3	-	2	4	-	4	4	-
<i>Finance</i>		-	-	-	-	-	-	-	-	-
<i>Spatial/town planning</i>		-	-	-	-	-	-	-	-	-
<i>Information Technology</i>		-	-	-	-	-	-	-	-	-
<i>Roads</i>		2	2	-	1	3	-	3	3	-
<i>Electricity</i>		-	-	-	-	-	-	-	-	-
<i>Water</i>		-	-	-	-	-	-	-	-	-
<i>Sanitation</i>		-	-	-	-	-	-	-	-	-
<i>Refuse</i>		-	-	-	-	-	-	-	-	-
<i>Other</i>		1	1	-	1	1	-	1	1	-
Clerks (Clerical and administrative)		82	80	-	83	75	-	79	78	-
Service and sales workers		13	10	-	9	11	-	15	15	-
Skilled agricultural and fishery workers		-	-	-	-	-	-	-	-	-
Craft and related trades		16	14	-	14	17	-	17	17	-
Plant and Machine Operators		17	15	-	15	23	-	23	23	-
Elementary Occupations		231	225	-	240	208	-	226	226	-
TOTAL PERSONNEL NUMBERS	####	407	388	1	402	384	1	414	412	1
% increase					(1.2%)	(1.0%)	-	3.0%	7.3%	-
Total municipal employees headcount	6, 10	-	-	-	-	-	-	-	-	-
Finance personnel headcount	8, 10	-	-	-	-	-	-	-	-	-
Human Resources personnel headcount	8, 10	-	-	-	-	-	-	-	-	-

WC013 Bergrivier - Supporting Table SA25 Budgeted monthly revenue and expenditure

Description		Ref	Budget Year 2013/14											Medium Term Revenue and Expenditure Framework			
R thousand			July	August	Sept.	October	November	December	January	February	March	April	May	June	Budget Year 2013/14	Budget Year +1 2014/15	Budget Year +2 2015/16
Revenue By Source																	
Property rates			15,104	2,768	2,768	2,768	2,768	2,768	2,768	2,768	2,768	2,768	2,768	3,716	46,496	49,750	53,730
Property rates - penalties & collection charges			-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Service charges - electricity revenue			6,359	6,359	4,887	6,359	5,623	4,887	6,359	6,359	5,623	6,359	7,095	4,151	70,423	75,956	88,776
Service charges - water revenue			939	1,141	1,141	1,343	1,545	1,343	2,758	2,151	1,949	1,949	2,151	939	19,350	20,705	22,361
Service charges - sanitation revenue			470	470	470	470	470	470	470	470	470	470	470	470	5,639	6,034	6,516
Service charges - refuse revenue			836	836	836	836	836	836	836	836	836	836	836	836	10,035	10,737	11,596
Service charges - other			583	583	583	583	583	583	583	583	583	583	583	583	6,993	7,607	8,327
Rental of facilities and equipment			237	237	237	237	237	237	237	237	237	237	237	237	2,843	3,042	3,285
Interest earned - external investments			25	25	25	25	25	25	25	25	25	25	25	25	300	321	347
Interest earned - outstanding debtors			225	225	225	225	225	225	225	225	225	225	225	225	2,700	2,889	3,145
Dividends received			-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Fines			59	59	59	59	59	59	59	59	59	59	59	59	705	754	815
Licences and permits			128	128	128	128	128	128	128	128	128	128	128	128	1,530	1,637	1,768
Agency services			146	146	146	146	146	146	146	146	146	146	146	146	1,754	1,877	2,027
Transfers recognised - operational			4	11,466	1,009	4	8,276	1,009	4	4	9,281	4	4	946	32,014	33,043	36,673
Other revenue			198	198	198	198	198	198	198	198	198	198	198	198	2,380	2,542	2,745
Gains on disposal of PPE			-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Total Revenue (excluding capital transfers and contribution)			25,313	24,640	12,711	13,381	21,119	12,913	14,796	14,189	22,527	13,987	14,925	12,660	203,161	216,895	242,113
Expenditure By Type																	
Employee related costs			6,425	6,425	6,425	6,425	10,362	6,425	6,425	6,425	6,425	6,425	6,425	6,425	81,035	86,708	93,662
Remuneration of councillors			350	350	350	350	350	350	350	350	350	350	350	350	4,198	4,492	4,851
Debt impairment			76	76	76	76	76	76	76	76	76	76	76	76	918	1,022	1,104
Depreciation & asset impairment			1,435	1,435	1,435	1,435	1,435	1,435	1,435	1,435	1,435	1,435	1,435	1,435	17,225	18,431	19,905
Finance charges			-	-	576	-	-	2,304	-	-	576	-	-	6,297	9,752	10,418	11,251
Bulk purchases			6,149	6,708	559	8,385	559	6,708	3,354	559	7,826	3,913	3,913	7,267	55,903	60,216	69,675
Other materials			-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Contracted services			-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Transfers and grants			205	205	205	205	205	205	205	205	205	205	205	205	2,456	2,628	2,838
Other expenditure			3,093	4,234	3,093	3,093	3,093	3,093	3,093	3,093	3,093	3,093	3,093	3,093	38,262	38,619	41,073
Loss on disposal of PPE			-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Total Expenditure			17,734	19,434	12,720	19,970	16,081	20,597	14,939	12,144	19,987	15,498	15,498	25,149	209,749	222,534	244,361
Surplus/(Deficit)			7,579	5,206	(8)	(6,589)	5,038	(7,683)	(143)	2,046	2,540	(1,511)	(573)	(12,489)	(6,587)	(5,640)	(2,248)
Transfers recognised - capital			647	3,823	647	647	3,823	647	647	3,823	647	647	3,823	710	20,534	30,924	31,574
Contributions recognised - capital			-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Contributed assets			-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Surplus/(Deficit) after capital transfers & contributions			8,227	9,029	639	(5,942)	8,861	(7,036)	504	5,869	3,188	(863)	3,250	(11,779)	13,946	25,285	29,326
Taxation			-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Attributable to minorities			-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Share of surplus/ (deficit) of associate			-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Surplus/(Deficit)		###	8,227	9,029	639	(5,942)	8,861	(7,036)	504	5,869	3,188	(863)	3,250	(11,779)	13,946	25,285	29,326

References

1. Surplus (Deficit) must reconcile with Budgeted Financial Performance

WC013 Bergrivier - Supporting Table SA26 Budgeted monthly revenue and expenditure (municipal vote)

Description	Ref	Budget Year 2013/14												Medium Term Revenue and Expenditure Framework		
		July	August	Sept.	October	November	December	January	February	March	April	May	June	Budget Year 2013/14	Budget Year +1 2014/15	Budget Year +2 2015/16
R thousand																
Revenue by Vote																
Vote 1 - Municipal Manager		2	9,164	2	2	8,274	2	2	2	8,274	2	2	2	25,730	28,532	31,685
Vote 2 - Finance		15,374	4,338	3,038	3,038	3,038	3,038	3,038	3,038	3,038	3,038	3,038	3,987	51,039	54,666	58,998
Vote 3 - Corporate Services		625	625	1,629	625	625	1,629	625	625	1,629	625	625	1,629	11,515	12,190	13,116
Vote 4 - Technical Services		9,959	14,337	8,689	10,364	13,005	8,892	11,778	14,348	10,234	10,970	15,084	7,751	135,411	152,432	169,888
Vote 5 - [NAME OF VOTE 5]		-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Vote 6 - [NAME OF VOTE 6]		-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Vote 7 - [NAME OF VOTE 7]		-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Vote 8 - [NAME OF VOTE 8]		-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Vote 9 - [NAME OF VOTE 9]		-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Vote 10 - [NAME OF VOTE 10]		-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Vote 11 - [NAME OF VOTE 11]		-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Vote 12 - [NAME OF VOTE 12]		-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Vote 13 - [NAME OF VOTE 13]		-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Vote 14 - [NAME OF VOTE 14]		-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Vote 15 - [NAME OF VOTE 15]		-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Total Revenue by Vote		25,961	28,463	13,359	14,028	24,942	13,561	15,443	18,012	23,175	14,634	18,748	13,369	223,695	247,819	273,687
Expenditure by Vote to be appropriated																
Vote 1 - Municipal Manager		1,485	1,900	1,485	1,485	1,678	1,485	1,485	1,485	1,485	1,485	1,485	1,485	18,433	19,461	20,768
Vote 2 - Finance		744	835	744	744	1,411	746	744	744	744	744	744	946	9,890	10,142	9,887
Vote 3 - Corporate Services		2,466	2,558	2,466	2,466	3,409	2,466	2,466	2,466	2,466	2,466	2,466	4,603	32,760	34,670	37,211
Vote 4 - Technical Services		13,039	14,141	8,024	15,275	9,582	15,900	10,244	7,449	15,291	10,803	10,803	18,115	148,666	158,262	176,495
Vote 5 - [NAME OF VOTE 5]		-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Vote 6 - [NAME OF VOTE 6]		-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Vote 7 - [NAME OF VOTE 7]		-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Vote 8 - [NAME OF VOTE 8]		-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Vote 9 - [NAME OF VOTE 9]		-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Vote 10 - [NAME OF VOTE 10]		-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Vote 11 - [NAME OF VOTE 11]		-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Vote 12 - [NAME OF VOTE 12]		-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Vote 13 - [NAME OF VOTE 13]		-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Vote 14 - [NAME OF VOTE 14]		-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Vote 15 - [NAME OF VOTE 15]		-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Total Expenditure by Vote		17,734	19,434	12,720	19,970	16,081	20,597	14,939	12,144	19,987	15,498	15,498	25,149	209,749	222,534	244,361
Surplus/(Deficit) before assoc.		8,227	9,029	639	(5,942)	8,861	(7,036)	504	5,869	3,188	(863)	3,250	(11,779)	13,946	25,285	29,326
Taxation		-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Attributable to minorities		-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Share of surplus/ (deficit) of associate		-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Surplus/(Deficit)	###	8,227	9,029	639	(5,942)	8,861	(7,036)	504	5,869	3,188	(863)	3,250	(11,779)	13,946	25,285	29,326

WC013 Bergrivier - Supporting Table SA27 Budgeted monthly revenue and expenditure (standard classification)

Description	Ref	Budget Year 2013/14												Medium Term Revenue and Expenditure Framework		
		July	August	Sept.	October	November	December	January	February	March	April	May	June	Budget Year 2013/14	Budget Year +1 2014/15	Budget Year +2 2015/16
R thousand																
Revenue - Standard																
Governance and administration		15,433	13,558	3,096	3,096	11,368	3,096	3,096	3,096	11,368	3,096	3,096	4,045	77,448	83,924	91,468
Executive and council		2	9,164	2	2	8,274	2	2	2	8,274	2	2	2	25,730	28,532	31,685
Budget and treasury office		15,374	4,338	3,038	3,038	3,038	3,038	3,038	3,038	3,038	3,038	3,038	3,987	51,039	54,666	58,998
Corporate services		57	57	57	57	57	57	57	57	57	57	57	57	679	727	785
Community and public safety		959	959	1,964	959	959	1,964	959	959	1,964	959	959	1,964	15,531	24,249	24,888
Community and social services		23	23	1,028	23	23	1,028	23	23	1,028	23	23	1,028	4,298	4,468	4,776
Sport and recreation		262	262	262	262	262	262	262	262	262	262	262	262	3,142	3,362	3,631
Public safety		61	61	61	61	61	61	61	61	61	61	61	61	727	778	840
Housing		614	614	614	614	614	614	614	614	614	614	614	614	7,364	15,641	15,641
Health		-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Economic and environmental services		311	1,311	311	311	311	311	311	311	311	311	311	311	4,726	3,930	4,245
Planning and development		34	34	34	34	34	34	34	34	34	34	34	34	411	440	475
Road transport		276	1,276	276	276	276	276	276	276	276	276	276	276	4,315	3,490	3,770
Environmental protection		-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Trading services		9,258	12,635	7,988	9,662	12,304	8,190	11,077	13,646	9,532	10,268	14,382	7,050	125,990	135,716	153,087
Electricity		6,596	6,596	5,124	6,596	5,860	5,124	6,596	6,596	5,860	6,596	7,332	4,388	73,259	79,115	92,299
Water		1,039	1,241	1,241	1,443	1,645	1,443	2,857	2,251	2,049	2,049	2,251	1,039	20,547	21,986	23,744
Waste water management		600	3,776	600	600	3,776	600	600	3,776	600	600	3,776	600	19,908	21,480	22,857
Waste management		1,023	1,023	1,023	1,023	1,023	1,023	1,023	1,023	1,023	1,023	1,023	1,023	12,276	13,135	14,186
Other		-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Total Revenue - Standard		25,961	28,463	13,359	14,028	24,942	13,561	15,443	18,012	23,175	14,634	18,748	13,369	223,695	247,819	273,687
Expenditure - Standard																
Governance and administration		3,415	4,105	3,603	3,415	4,674	4,169	3,415	3,415	3,603	3,415	3,415	6,506	47,150	49,347	51,976
Executive and council		1,485	1,900	1,485	1,485	1,678	1,485	1,485	1,485	1,485	1,485	1,485	1,485	18,433	19,461	20,768
Budget and treasury office		744	835	744	744	1,411	744	744	744	744	744	744	946	9,890	10,142	9,887
Corporate services		1,186	1,370	1,374	1,186	1,585	1,938	1,186	1,186	1,374	1,186	1,186	4,075	18,827	19,745	21,321
Community and public safety		1,942	2,064	1,942	1,942	2,824	1,942	1,942	1,942	1,942	1,942	1,942	1,942	24,305	26,023	27,875
Community and social services		547	601	547	547	797	547	547	547	547	547	547	547	6,863	7,367	7,973
Sport and recreation		837	849	837	837	1,216	837	837	837	837	837	837	837	10,433	11,157	11,802
Public safety		485	512	485	485	697	485	485	485	485	485	485	485	6,056	6,480	6,999
Housing		74	103	74	74	114	74	74	74	74	74	74	74	953	1,019	1,101
Health		-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Economic and environmental services		1,997	2,067	2,030	1,997	2,969	2,129	1,997	1,997	2,030	1,997	1,997	2,129	25,334	25,891	27,962
Planning and development		242	243	242	242	373	242	242	242	242	242	242	242	3,031	3,243	3,502
Road transport		1,755	1,824	1,788	1,755	2,596	1,887	1,755	1,755	1,788	1,755	1,755	1,887	22,304	22,648	24,460
Environmental protection		-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Trading services		10,380	11,198	5,145	12,617	5,613	12,357	7,585	4,790	12,412	8,144	8,144	14,573	112,960	121,273	136,547
Electricity		7,312	7,908	2,347	9,338	2,469	8,223	4,779	2,246	8,933	5,285	5,285	8,729	72,854	78,515	90,365
Water		1,290	1,437	949	1,499	917	2,078	1,027	765	1,631	1,080	1,080	2,130	15,884	16,993	18,352
Waste water management		596	622	666	596	743	874	596	596	666	596	596	874	8,025	8,453	9,163
Waste management		1,182	1,231	1,182	1,182	1,484	1,182	1,182	1,182	1,182	1,182	1,182	2,838	16,196	17,313	18,668
Other		-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Total Expenditure - Standard		17,734	19,434	12,720	19,970	16,081	20,597	14,939	12,144	19,987	15,498	15,498	25,149	209,749	222,534	244,361
Surplus/(Deficit) before assoc.		8,227	9,029	639	(5,942)	8,861	(7,036)	504	5,869	3,188	(863)	3,250	(11,779)	13,946	25,285	29,326
Share of surplus/ (deficit) of associate		-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Surplus/(Deficit)	###	8,227	9,029	639	(5,942)	8,861	(7,036)	504	5,869	3,188	(863)	3,250	(11,779)	13,946	25,285	29,326

References

1. Surplus (Deficit) must reconcile with Budgeted Financial Performance

WC013 Bergrivier - Supporting Table SA28 Budgeted monthly capital expenditure (municipal vote)

Description	Ref	Budget Year 2013/14												Medium Term Revenue and Expenditure Framework		
		July	August	Sept.	October	Nov.	Dec.	January	Feb.	March	April	May	June	Budget Year 2013/14	Budget Year +1 2014/15	Budget Year +2 2015/16
R thousand																
Multi-year expenditure to be appropriated	###															
Vote 1 - Municipal Manager		-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Vote 2 - Finance		-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Vote 3 - Corporate Services		-	-	-	-	-	-	-	-	-	-	-	-	-	200	100
Vote 4 - Technical Services		-	-	-	-	-	-	-	-	-	-	-	-	-	200	3,000
Vote 5 - [NAME OF VOTE 5]		-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Vote 6 - [NAME OF VOTE 6]		-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Vote 7 - [NAME OF VOTE 7]		-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Vote 8 - [NAME OF VOTE 8]		-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Vote 9 - [NAME OF VOTE 9]		-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Vote 10 - [NAME OF VOTE 10]		-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Vote 11 - [NAME OF VOTE 11]		-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Vote 12 - [NAME OF VOTE 12]		-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Vote 13 - [NAME OF VOTE 13]		-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Vote 14 - [NAME OF VOTE 14]		-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Vote 15 - [NAME OF VOTE 15]		-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Capital multi-year expenditure sub-total	###	-	-	-	-	-	-	-	-	-	-	-	-	-	400	3,100
Single-year expenditure to be appropriated																
Vote 1 - Municipal Manager		-	-	-	-	-	-	-	-	-	-	-	5	5	20	-
Vote 2 - Finance		-	5	5	5	5	5	155	205	5	5	5	-	400	30	30
Vote 3 - Corporate Services		-	110	160	260	175	230	-	130	10	210	20	197	1,502	3,988	1,857
Vote 4 - Technical Services		1,750	1,820	2,054	1,990	2,690	2,340	517	180	130	171	105	7,565	21,312	43,879	50,634
Vote 5 - [NAME OF VOTE 5]		-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Vote 6 - [NAME OF VOTE 6]		-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Vote 7 - [NAME OF VOTE 7]		-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Vote 8 - [NAME OF VOTE 8]		-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Vote 9 - [NAME OF VOTE 9]		-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Vote 10 - [NAME OF VOTE 10]		-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Vote 11 - [NAME OF VOTE 11]		-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Vote 12 - [NAME OF VOTE 12]		-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Vote 13 - [NAME OF VOTE 13]		-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Vote 14 - [NAME OF VOTE 14]		-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Vote 15 - [NAME OF VOTE 15]		-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Capital single-year expenditure sub-total	###	1,750	1,935	2,219	2,255	2,870	2,575	672	515	145	386	130	7,767	23,219	47,917	52,521
Total Capital Expenditure	###	1,750	1,935	2,219	2,255	2,870	2,575	672	515	145	386	130	7,767	23,219	48,317	55,621

WC013 Bergrivier - Supporting Table SA29 Budgeted monthly capital expenditure (standard classification)

Description	Ref	Budget Year 2013/14												Medium Term Revenue and Expenditure Framework		
		July	August	Sept.	October	Nov.	Dec.	January	Feb.	March	April	May	June	Budget Year 2013/14	Budget Year +1 2014/15	Budget Year +2 2015/16
R thousand																
Capital Expenditure - Standard	###															
<i>Governance and administration</i>		-	30	125	80	35	155	155	205	5	5	5	59	859	3,051	1,810
Executive and council		-	-	-	-	-	-	-	-	-	-	-	5	5	20	-
Budget and treasury office		-	5	5	5	5	5	155	205	5	5	5	-	400	30	30
Corporate services		-	25	120	75	30	150	-	-	-	-	-	54	454	3,001	1,780
<i>Community and public safety</i>		-	110	60	260	165	120	2	150	10	284	110	7,522	8,793	19,169	17,750
Community and social services		-	-	50	150	145	30	2	30	-	34	-	(163)	278	1,223	1,184
Sport and recreation		-	110	10	110	20	40	-	120	10	250	110	272	1,052	1,236	926
Public safety		-	-	-	-	-	50	-	-	-	-	-	50	100	1,070	-
Housing		-	-	-	-	-	-	-	-	-	-	-	7,363	7,363	15,640	15,640
Health		-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
<i>Economic and environmental services</i>		-	-	20	10	750	500	500	15	15	-	5	33	1,848	5,516	4,510
Planning and development		-	-	-	-	-	-	-	-	-	-	-	28	28	-	-
Road transport		-	-	20	10	750	500	500	15	15	-	5	5	1,820	5,516	4,510
Environmental protection		-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
<i>Trading services</i>		1,750	1,795	2,014	1,905	1,920	1,800	15	145	115	97	10	154	11,720	20,581	31,551
Electricity		-	20	68	60	30	-	15	75	60	57	10	50	445	1,035	1,260
Water		-	-	50	25	30	50	-	-	20	-	-	10	185	3,980	3,030
Waste water management		1,750	1,775	1,896	1,820	1,860	1,750	-	70	35	40	-	88	11,084	14,275	21,835
Waste management		-	-	-	-	-	-	-	-	-	-	-	6	6	1,291	5,426
<i>Other</i>		-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Total Capital Expenditure - Standard	###	1,750	1,935	2,219	2,255	2,870	2,575	672	515	145	386	130	7,767	23,219	48,317	55,621

WC013 Bergrivier - Supporting Table SA30 Budgeted monthly cash flow

MONTHLY CASH FLOWS	Budget Year 2013/14												Medium Term Revenue and Expenditure Framework		
	July	August	Sept.	October	November	December	January	February	March	April	May	June	Budget Year 2013/14	Budget Year +1 2014/15	Budget Year +2 2015/16
Cash Receipts By Source													1.00		
Property rates	15,104	2,768	2,768	2,768	2,768	2,768	2,768	2,768	2,768	2,768	2,768	3,716	46,496	49,750	56,235
Property rates - penalties & collection charges	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Service charges - electricity revenue	6,359	6,359	4,887	6,359	5,623	4,887	6,359	6,359	5,623	6,359	7,095	4,431	70,702	72,475	90,776
Service charges - water revenue	939	1,141	1,141	1,343	1,545	1,343	2,758	2,151	1,949	1,949	2,151	939	19,350	20,705	24,361
Service charges - sanitation revenue	470	470	470	470	470	470	470	470	470	470	470	470	5,639	6,034	8,016
Service charges - refuse revenue	836	836	836	836	836	836	836	836	836	836	836	836	10,035	10,737	13,096
Service charges - other	583	583	583	583	583	583	583	583	583	583	583	583	6,993	7,607	8,327
Rental of facilities and equipment	237	237	237	237	237	237	237	237	237	237	237	237	2,843	3,042	3,285
Interest earned - external investments	25	25	25	25	25	25	25	25	25	25	25	25	300	321	347
Interest earned - outstanding debtors	225	225	225	225	225	225	225	225	225	225	225	225	2,700	2,889	3,145
Dividends received	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Fines	59	59	59	59	59	59	59	59	59	59	59	59	705	754	815
Licences and permits	128	128	128	128	128	128	128	128	128	128	128	128	1,530	1,637	1,768
Agency services	146	146	146	146	146	146	146	146	146	146	146	146	1,754	1,877	2,027
Transfer receipts - operational	4	11,466	1,009	4	8,276	1,009	4	4	9,281	4	4	946	32,014	33,043	36,673
Other revenue	198	198	198	198	198	198	198	198	198	198	198	198	2,380	2,542	2,745
Cash Receipts by Source	25,313	24,640	12,711	13,381	21,119	12,913	14,796	14,189	22,527	13,987	14,925	12,939	203,441	213,414	251,617
Other Cash Flows by Source															
Transfer receipts - capital	647	3,823	647	647	3,823	647	647	3,823	647	647	3,823	(850)	18,973	28,800	29,321
Contributions recognised - capital & Contributed assets	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Proceeds on disposal of PPE	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Short term loans	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Borrowing long term/refinancing	-	-	-	-	-	-	-	-	-	-	-	1,750	1,750	7,066	19,900
Increase (decrease) in consumer deposits	-	-	-	-	-	-	-	-	-	-	-	65	65	124	130
Decrease (Increase) in non-current debtors	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Decrease (increase) other non-current receivables	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Decrease (increase) in non-current investments	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Total Cash Receipts by Source	25,961	28,463	13,359	14,028	24,942	13,561	15,443	18,012	23,175	14,634	18,748	13,903	224,229	249,404	300,969
Cash Payments by Type															
Employee related costs	6,425	6,425	6,425	6,425	10,362	6,425	6,425	6,425	6,425	6,425	6,425	6,425	81,035	86,708	93,662
Remuneration of councillors	350	350	350	350	350	350	350	350	350	350	350	350	4,198	4,492	4,851
Finance charges	-	-	576	-	-	2,304	-	-	576	-	-	6,297	9,752	10,418	11,251
Bulk purchases - Electricity	6,149	6,708	559	8,385	559	6,708	3,354	559	7,826	3,913	3,913	7,267	55,903	60,216	69,675
Bulk purchases - Water & Sewer	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Other materials	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Contracted services	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Transfers and grants - other municipalities	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Transfers and grants - other	205	205	205	205	205	205	205	205	205	205	205	205	2,456	2,628	2,838
Other expenditure	3,093	4,234	3,093	3,093	3,093	3,093	3,093	3,093	3,093	3,093	3,093	4,349	39,518	30,878	43,730
Cash Payments by Type	16,222	17,922	11,208	18,458	14,569	19,085	13,427	10,632	18,475	13,986	13,986	24,893	192,862	195,340	226,008
Other Cash Flows/Payments by Type															
Capital assets	-	165	315	445	1,090	825	657	440	85	329	120	18,748	23,219	50,607	55,621
Repayment of borrowing	-	-	934	-	-	3,738	-	-	934	-	-	3,738	9,345	3,874	16,911
Other Cash Flows/Payments	-	-	-	-	-	-	-	-	-	-	-	-	-	0	0
Total Cash Payments by Type	16,222	18,087	12,457	18,903	15,659	23,648	14,084	11,072	19,495	14,315	14,106	47,379	225,426	249,821	298,540
NET INCREASE/(DECREASE) IN CASH HELD	9,738	10,376	901	(4,875)	9,283	(10,087)	1,359	6,941	3,680	320	4,642	(33,475)	(1,197)	(417)	2,429
Cash/cash equivalents at the month/year begin:	3,702	13,440	23,817	24,718	19,843	29,126	19,039	20,398	27,338	31,019	31,338	35,980	3,702	2,505	2,088
Cash/cash equivalents at the month/year end:	13,440	23,817	24,718	19,843	29,126	19,039	20,398	27,338	31,019	31,338	35,980	2,505	2,505	2,088	4,517

WC013 Bergrivier - NOT REQUIRED - municipality does not have entities

Description	Ref	2009/10	2010/11	2011/12	Current Year 2012/13			2013/14 Medium Term Revenue & Expenditure Framework		
		Audited Outcome	Audited Outcome	Audited Outcome	Original Budget	Adjusted Budget	Full Year Forecast	Budget Year 2013/14	Budget Year +1 2014/15	Budget Year +2 2015/16
R million										
<u>Financial Performance</u>										
Property rates		-	-	-	-	-	-	-	-	-
Service charges		-	-	-	-	-	-	-	-	-
Investment revenue		-	-	-	-	-	-	-	-	-
Transfers recognised - operational		-	-	-	-	-	-	-	-	-
Other own revenue		-	-	-	-	-	-	-	-	-
Contributions recognised - capital & contributed assets		-	-	-	-	-	-	-	-	-
Total Revenue (excluding capital transfers and contributions)		-	-	-	-	-	-	-	-	-
Employee costs		-	-	-	-	-	-	-	-	-
Remuneration of Board Members		-	-	-	-	-	-	-	-	-
Depreciation & asset impairment		-	-	-	-	-	-	-	-	-
Finance charges		-	-	-	-	-	-	-	-	-
Materials and bulk purchases		-	-	-	-	-	-	-	-	-
Transfers and grants		-	-	-	-	-	-	-	-	-
Other expenditure		-	-	-	-	-	-	-	-	-
Total Expenditure		-	-	-	-	-	-	-	-	-
Surplus/(Deficit)		-	-	-	-	-	-	-	-	-
<u>Capital expenditure & funds sources</u>										
<u>Capital expenditure</u>		-	-	-	-	-	-	-	-	-
Transfers recognised - operational		-	-	-	-	-	-	-	-	-
Public contributions & donations		-	-	-	-	-	-	-	-	-
Borrowing		-	-	-	-	-	-	-	-	-
Internally generated funds		-	-	-	-	-	-	-	-	-
Total sources		-	-	-	-	-	-	-	-	-
<u>Financial position</u>										
Total current assets		-	-	-	-	-	-	-	-	-
Total non current assets		-	-	-	-	-	-	-	-	-
Total current liabilities		-	-	-	-	-	-	-	-	-
Total non current liabilities		-	-	-	-	-	-	-	-	-
Equity		-	-	-	-	-	-	-	-	-
<u>Cash flows</u>										
Net cash from (used) operating		-	-	-	-	-	-	-	-	-
Net cash from (used) investing		-	-	-	-	-	-	-	-	-
Net cash from (used) financing		-	-	-	-	-	-	-	-	-
Cash/cash equivalents at the year end		-	-	-	-	-	-	-	-	-

WC013 Bergrivier - Supporting Table SA32 List of external mechanisms

External mechanism Name of organisation	Yrs/ Mths	Period of agreement 1.	Service provided	Expiry date of service delivery agreement or contract	Monetary value of agreement 2.
		Number			R thousand
TRUSC Autopage Nashua Konika Minolta Yoharde Trading Conlog G4S ABSA Mubesko CAB Holdings New Meters Cillie & Associates			IT Cellphones Photo Copiers Photo Copiers Photo Copiers Prepaid Electricity System Transfer of Money Bank Services Financial Assistance Printing of Accounts Meter Reading System Municipal Valuator		

References

1. Total agreement period from commencement until end
2. Annual value

WC013 Bergrivier - Supporting Table SA33 Contracts having future budgetary implications

Description	Ref	Preceding Years	Current Year 2012/13	2013/14 Medium Term Revenue & Expenditure Framework			Forecast 2016/17	Forecast 2017/18	Forecast 2018/19	Forecast 2019/20	Forecast 2020/21	Forecast 2021/22	Forecast 2022/23	Total Contract Value
		Total	Original Budget	Budget Year 2013/14	Budget Year +1 2014/15	Budget Year +2 2015/16	Estimate	Estimate	Estimate	Estimate	Estimate	Estimate	Estimate	Estimate
R thousand	1,3													
Parent Municipality:														
<u>Revenue Obligation By Contract</u>	###													
Contract 1														-
Contract 2														-
Contract 3 etc														-
Total Operating Revenue Implication		-	-	-	-	-	-	-	-	-	-	-	-	-
<u>Expenditure Obligation By Contract</u>	###													
Contract 1														-
Contract 2														-
Contract 3 etc														-
Total Operating Expenditure Implication		-	-	-	-	-	-	-	-	-	-	-	-	-
<u>Capital Expenditure Obligation By Contract</u>	###													
Contract 1														-
Contract 2														-
Contract 3 etc														-
Total Capital Expenditure Implication		-	-	-	-	-	-	-	-	-	-	-	-	-
Total Parent Expenditure Implication		-	-	-	-	-	-	-	-	-	-	-	-	-
Entities:														
<u>Revenue Obligation By Contract</u>	###													
Contract 1														-
Contract 2														-
Contract 3 etc														-
Total Operating Revenue Implication		-	-	-	-	-	-	-	-	-	-	-	-	-
<u>Expenditure Obligation By Contract</u>	###													
Contract 1														-
Contract 2														-
Contract 3 etc														-
Total Operating Expenditure Implication		-	-	-	-	-	-	-	-	-	-	-	-	-
<u>Capital Expenditure Obligation By Contract</u>	###													
Contract 1														-
Contract 2														-
Contract 3 etc														-
Total Capital Expenditure Implication		-	-	-	-	-	-	-	-	-	-	-	-	-
Total Entity Expenditure Implication		-	-	-	-	-	-	-	-	-	-	-	-	-

WC013 Bergrivier - Supporting Table SA34a Capital expenditure on new assets by asset class

Description	Ref	2009/10	2010/11	2011/12	Current Year 2012/13			2013/14 Medium Term Revenue & Expenditure Framework			
		Audited Outcome	Audited Outcome	Audited Outcome	Original Budget	Adjusted Budget	Full Year Forecast	Budget Year 2013/14	Budget Year +1 2014/15	Budget Year +2 2015/16	
R thousand	###										
Capital expenditure on new assets by Asset Class/Sub-class											
Infrastructure	###	23,214	5,616	19,805	13,872	12,978	12,978	11,323	20,163	27,699	
Infrastructure - Road transport		9,710	-	5,843	1,157	680	680	95	3,076	6,380	
Roads, Pavements & Bridges		9,710	-	5,843	432	172	172	60	1,626	1,930	
Storm water		-	-	-	725	508	508	35	1,450	4,450	
Infrastructure - Electricity		2,107	3,583	2,103	620	350	350	347	890	470	
Generation		-	-	-	-	-	-	-	-	-	
Transmission & Reticulation		2,107	3,583	2,103	620	350	350	347	890	470	
Street Lighting		-	-	-	-	-	-	-	-	-	
Infrastructure - Water		4,997	-	4,194	1,670	1,592	1,592	100	3,675	2,910	
Dams & Reservoirs		-	-	-	-	-	-	-	3,565	-	
Water purification		2,258	-	-	900	500	500	-	-	-	
Reticulation		2,739	-	4,194	770	1,092	1,092	100	110	2,910	
Infrastructure - Sanitation		6,400	-	7,168	10,425	10,356	10,356	10,781	12,422	16,939	
Reticulation		-	-	-	150	150	150	-	-	-	
Sewerage purification		6,400	-	7,168	10,275	10,206	10,206	10,781	12,422	16,939	
Infrastructure - Other		-	2,034	496	-	-	-	-	100	1,000	
Waste Management		-	2,034	496	-	-	-	-	100	1,000	
Transportation		-	-	-	-	-	-	-	-	-	
Gas		-	-	-	-	-	-	-	-	-	
Other		-	-	-	-	-	-	-	-	-	
Community			1,372	229	170	3,361	569	569	7,706	16,085	16,135
Parks & gardens			-	83	22	120	49	49	100	45	145
Sportsfields & stadia			1,372	-	-	370	370	370	203	50	-
Swimming pools			-	-	-	-	-	-	-	-	-
Community halls			-	-	-	-	-	-	-	-	-
Libraries			-	-	-	-	-	-	-	-	-
Recreational facilities			-	146	148	-	-	-	-	-	-
Fire, safety & emergency			-	-	-	-	-	-	-	-	-
Security and policing			-	-	-	-	-	-	-	-	-
Buses		###	-	-	-	-	-	-	-	-	-
Clinics			-	-	-	-	-	-	-	-	-
Museums & Art Galleries			-	-	-	-	-	40	-	-	-
Cemeteries			-	-	-	235	150	150	-	350	350
Social rental housing		###	-	-	-	2,636	-	-	7,363	15,640	15,640
Other		-	-	-	-	-	-	-	-	-	
Heritage assets		-	-	-	-	-	-	-	-	-	
Buildings	###	-	-	-	-	-	-	-	-	-	
Other		-	-	-	-	-	-	-	-	-	
Investment properties		-	-	-	-	-	-	-	-	-	
Housing development		-	-	-	-	-	-	-	-	-	
Other		-	-	-	-	-	-	-	-	-	
Other assets		8,857	24,345	4,417	5,518	3,724	3,724	1,449	7,583	7,650	
General vehicles	###	789	-	830	2,250	1,799	1,799	-	3,595	2,550	
Specialised vehicles		1,561	-	1,556	-	-	-	-	-	-	
Plant & equipment		365	104	653	277	185	185	418	888	709	
Computers - hardware/equipment		383	300	497	36	37	37	-	10	-	
Furniture and other office equipment		2,683	1,767	361	270	940	940	821	1,175	306	
Abattoirs		-	-	-	-	-	-	-	-	-	
Markets		-	-	-	-	-	-	-	-	-	
Civic Land and Buildings		-	-	265	-	-	-	-	-	-	
Other Buildings		3,076	22,173	97	2,685	763	763	210	1,915	4,085	
Other Land		-	-	-	-	-	-	-	-	-	
Surplus Assets - (Investment or Inventory)		-	-	-	-	-	-	-	-	-	
Other		-	-	158	-	-	-	-	-	-	
Agricultural assets			-	-	-	-	-	-	-	-	
List sub-class			-	-	-	-	-	-	-	-	
Biological assets			-	-	-	-	-	-	-	-	
List sub-class			-	-	-	-	-	-	-	-	
Intangibles		-	85	-	27	23	23	235	760	500	
Computers - software & programming		-	85	-	27	23	23	235	760	500	
Other (list sub-class)		-	-	-	-	-	-	-	-		
Total Capital Expenditure on new assets	###	33,443	30,275	24,392	22,778	17,294	17,294	20,712	44,591	51,984	
Specialised vehicles		1,561	-	1,556	-	-	-	-	-	-	
Refuse		1,561	-	1,556	-	-	-	-	-	-	
Fire		-	-	-	-	-	-	-	-	-	
Conservancy		-	-	-	-	-	-	-	-	-	
Ambulances		-	-	-	-	-	-	-	-	-	

WC013 Bergrivier - Supporting Table SA34b Capital expenditure on the renewal of existing assets by asset class

Description	Ref	2009/10	2010/11	2011/12	Current Year 2012/13			2013/14 Medium Term Revenue & Expenditure Framework			
	###	Audited Outcome	Audited Outcome	Audited Outcome	Original Budget	Adjusted Budget	Full Year Forecast	Budget Year 2013/14	Budget Year +1 2014/15	Budget Year +2 2015/16	
R thousand											
Capital expenditure on renewal of existing assets by Asset Class/Sub-class											
Infrastructure		-	-	-	2,170	1,920	1,920	1,850	2,705	2,675	
Infrastructure - Road transport		-	-	-	2,080	1,830	1,830	1,810	2,565	2,565	
Roads, Pavements & Bridges		-	-	-	2,000	1,750	1,750	1,750	2,555	2,555	
Storm water		-	-	-	80	80	80	60	10	10	
Infrastructure - Electricity		-	-	-	40	40	40	40	80	100	
Generation		-	-	-	-	-	-	-	-	-	
Transmission & Reticulation		-	-	-	-	-	-	-	-	-	
Street Lighting		-	-	-	40	40	40	40	80	100	
Infrastructure - Water		-	-	-	50	50	50	-	50	-	
Dams & Reservoirs		-	-	-	-	-	-	-	-	-	
Water purification		-	-	-	-	-	-	-	-	-	
Reticulation		-	-	-	50	50	50	-	50	-	
Infrastructure - Sanitation		-	-	-	-	-	-	-	-	-	
Reticulation		-	-	-	-	-	-	-	-	-	
Sewerage purification		-	-	-	-	-	-	-	-	-	
Infrastructure - Other		-	-	-	-	-	-	-	10	10	
Waste Management		-	-	-	-	-	-	-	10	10	
Transportation		###	-	-	-	-	-	-	-	-	
Gas		-	-	-	-	-	-	-	-	-	
Other		###	-	-	-	-	-	-	-	-	
Community		-	-	-	-	-	-	-	557	604	637
Parks & gardens		-	-	-	-	-	-	-	-	-	-
Sportsfields & stadia		-	-	-	-	-	-	-	557	604	637
Swimming pools		-	-	-	-	-	-	-	-	-	-
Community halls		-	-	-	-	-	-	-	-	-	-
Libraries		-	-	-	-	-	-	-	-	-	-
Recreational facilities		-	-	-	-	-	-	-	-	-	-
Fire, safety & emergency		-	-	-	-	-	-	-	-	-	-
Security and policing		-	-	-	-	-	-	-	-	-	-
Buses		###	-	-	-	-	-	-	-	-	-
Clinics		-	-	-	-	-	-	-	-	-	-
Museums & Art Galleries		-	-	-	-	-	-	-	-	-	-
Cemeteries		-	-	-	-	-	-	-	-	-	-
Social rental housing	###	-	-	-	-	-	-	-	-	-	
Other	-	-	-	-	-	-	-	-	-	-	
Heritage assets	-	-	-	-	-	-	-	-	-	-	
Buildings	###	-	-	-	-	-	-	-	-	-	
Other	-	-	-	-	-	-	-	-	-	-	
Investment properties	-	-	-	-	-	-	-	-	-	-	
Housing development	-	-	-	-	-	-	-	-	-	-	
Other	-	-	-	-	-	-	-	-	-	-	
Other assets	-	-	-	-	75	80	80	100	417	325	
General vehicles	###	-	-	-	-	-	-	-	-	-	
Specialised vehicles	-	-	-	-	-	-	-	-	-	-	
Plant & equipment	-	-	-	-	20	25	25	-	25	25	
Computers - hardware/equipment	-	-	-	-	-	-	-	-	-	-	
Furniture and other office equipment	-	-	-	-	55	55	55	100	122	80	
Abattoirs	-	-	-	-	-	-	-	-	-	-	
Markets	-	-	-	-	-	-	-	-	-	-	
Civic Land and Buildings	-	-	-	-	-	-	-	-	-	-	
Other Buildings	-	-	-	-	-	-	-	-	270	220	
Other Land	-	-	-	-	-	-	-	-	-	-	
Surplus Assets - (Investment or Inventory)	-	-	-	-	-	-	-	-	-	-	
Other	-	-	-	-	-	-	-	-	-	-	
Agricultural assets	-	-	-	-	-	-	-	-	-	-	
List sub-class	-	-	-	-	-	-	-	-	-	-	
	-	-	-	-	-	-	-	-	-	-	
Biological assets	-	-	-	-	-	-	-	-	-	-	
List sub-class	-	-	-	-	-	-	-	-	-	-	
	-	-	-	-	-	-	-	-	-	-	
Intangibles	-	-	-	-	-	-	-	-	-	-	
Computers - software & programming	-	-	-	-	-	-	-	-	-	-	
Other (list sub-class)	-	-	-	-	-	-	-	-	-	-	
Total Capital Expenditure on renewal of existing assets	###	-	-	-	2,245	2,000	2,000	2,507	3,726	3,637	
Specialised vehicles		-	-	-	-	-	-	-	-	-	
Refuse		-	-	-	-	-	-	-	-	-	
Fire		-	-	-	-	-	-	-	-	-	
Conservancy		-	-	-	-	-	-	-	-	-	
Ambulances		-	-	-	-	-	-	-	-	-	
Renewal of Existing Assets as % of total capex		0.0%	0.0%	0.0%	9.0%	10.4%	10.4%	10.8%	7.7%	6.5%	
Renewal of Existing Assets as % of deprecn"		0.0%	0.0%	0.0%	14.0%	12.0%	12.0%	14.6%	20.2%	18.3%	

WC013 Berggrivier - Supporting Table SA34c Repairs and maintenance expenditure by asset class

Description		Ref	2009/10	2010/11	2011/12	Current Year 2012/13			2013/14 Medium Term Revenue & Expenditure Framework		
R thousand	###		Audited Outcome	Audited Outcome	Audited Outcome	Original Budget	Adjusted Budget	Full Year Forecast	Budget Year 2013/14	Budget Year +1 2014/15	Budget Year +2 2015/16
Repairs and maintenance expenditure by Asset Class/Sub-class											
Infrastructure	###		5,075	861	(929)	891	891	891	895	900	973
Infrastructure - Road transport		77	25	325	55	55	55	53	-	-	
Roads, Pavements & Bridges		77	25	325	55	55	55	53	-	-	
Storm water		-	-	-	-	-	-	-	-	-	-
Infrastructure - Electricity		181	347	(135)	340	340	340	336	359	388	
Generation		-	-	-	-	-	-	-	-	-	
Transmission & Reticulation		171	249	(165)	297	297	297	290	310	335	
Street Lighting		10	98	30	43	43	43	46	49	53	
Infrastructure - Water		203	293	(1,191)	339	339	339	349	373	403	
Dams & Reservoirs		-	-	-	-	-	-	-	-	-	
Water purification		-	-	-	-	-	-	-	-	-	
Reticulation		203	293	(1,191)	339	339	339	349	373	403	
Infrastructure - Sanitation		165	196	72	157	157	157	157	168	181	
Reticulation		-	-	-	-	-	-	-	-	-	
Sewerage purification		165	196	72	157	157	157	157	168	181	
Infrastructure - Other		4,448	-	-	-	-	-	-	-	-	
Waste Management		4,448	-	-	-	-	-	-	-	-	
Transportation		-	-	-	-	-	-	-	-	-	
Gas		-	-	-	-	-	-	-	-	-	
Other		-	-	-	-	-	-	-	-	-	
Community			6	5	1	7	7	7	5	5	6
Parks & gardens		-	-	-	-	-	-	-	-	-	-
Sportsfields & stadia		-	-	-	-	-	-	-	-	-	-
Swimming pools		-	-	-	-	-	-	-	-	-	-
Community halls		-	-	-	-	-	-	-	-	-	-
Libraries		-	-	-	-	-	-	-	-	-	-
Recreational facilities		6	5	1	7	7	7	5	5	6	
Fire, safety & emergency		-	-	-	-	-	-	-	-	-	-
Security and policing		-	-	-	-	-	-	-	-	-	-
Buses		-	-	-	-	-	-	-	-	-	-
Clinics		-	-	-	-	-	-	-	-	-	-
Museums & Art Galleries		-	-	-	-	-	-	-	-	-	-
Cemeteries		-	-	-	-	-	-	-	-	-	-
Social rental housing	-	-	-	-	-	-	-	-	-	-	
Other	-	-	-	-	-	-	-	-	-	-	
Heritage assets		-	-	-	-	-	-	-	-	-	
Buildings	-	-	-	-	-	-	-	-	-	-	
Other	-	-	-	-	-	-	-	-	-	-	
Investment properties		-	-	-	-	-	-	-	-	-	
Housing development	-	-	-	-	-	-	-	-	-	-	
Other	-	-	-	-	-	-	-	-	-	-	
Other assets		3,382	3,681	3,894	4,628	4,628	4,628	4,827	5,162	5,329	
General vehicles	1,409	1,477	1,494	1,642	1,642	1,642	1,626	1,739	1,879		
Specialised vehicles	-	-	-	-	-	-	-	-	-	-	
Plant & equipment	1,119	1,403	1,381	1,810	1,810	1,810	1,782	1,906	2,058		
Computers - hardware/equipment	326	332	527	537	537	537	631	675	728		
Furniture and other office equipment	38	46	31	86	86	86	80	85	92		
Abattoirs	-	-	-	-	-	-	-	-	-	-	
Markets	-	-	-	-	-	-	-	-	-	-	
Civic Land and Buildings	491	423	460	552	552	552	708	758	572		
Other Buildings	-	-	-	-	-	-	-	-	-	-	
Other Land	-	-	-	-	-	-	-	-	-	-	
Surplus Assets - (Investment or Inventory)	-	-	-	-	-	-	-	-	-	-	
Other	-	-	-	-	-	-	-	-	-	-	
Agricultural assets		-	-	-	-	-	-	-	-	-	
List sub-class	-	-	-	-	-	-	-	-	-	-	
Biological assets		-	-	-	-	-	-	-	-	-	
List sub-class	-	-	-	-	-	-	-	-	-	-	
Intangibles		-	-	-	-	-	-	-	-	-	
Computers - software & programming	-	-	-	-	-	-	-	-	-	-	
Other (list sub-class)	-	-	-	-	-	-	-	-	-	-	
Total Repairs and Maintenance Expenditure	###	8,462	4,548	2,965	5,526	5,526	5,526	5,727	6,068	6,307	
Specialised vehicles		-	-	-	-	-	-	-	-	-	
Refuse	-	-	-	-	-	-	-	-	-	-	
Fire	-	-	-	-	-	-	-	-	-	-	
Conservancy	-	-	-	-	-	-	-	-	-	-	
Ambulances	-	-	-	-	-	-	-	-	-	-	
R&M as a % of PPE		5.6%	2.3%	1.2%	2.4%	2.0%	2.1%	2.2%	2.1%	1.9%	
R&M as % Operating Expenditure		5.7%	2.8%	1.5%	2.9%	2.9%	2.9%	2.7%	2.7%	2.6%	

WC013 Bergrivier - Supporting Table SA34d Depreciation by asset class

Description		Ref	2009/10	2010/11	2011/12	Current Year 2012/13			2013/14 Medium Term Revenue & Expenditure Framework		
R thousand	###		Audited Outcome	Audited Outcome	Audited Outcome	Original Budget	Adjusted Budget	Full Year Forecast	Budget Year 2013/14	Budget Year +1 2014/15	Budget Year +2 2015/16
Depreciation by Asset Class/Sub-class											
Infrastructure			5,956	6,338	8,904	8,230	10,060	10,060	9,198	10,732	11,652
Infrastructure - Road transport			2,126	1,462	1,882	1,898	1,090	1,090	1,880	2,035	2,428
Roads, Pavements & Bridges			2,126	1,462	1,882	1,898	1,090	1,090	1,880	2,035	2,428
Storm water			-	-	-	-	-	-	-	-	-
Infrastructure - Electricity			1,716	599	1,079	778	580	580	952	953	1,005
Generation			-	-	-	-	-	-	-	-	-
Transmission & Reticulation			1,716	599	1,079	778	580	580	952	953	1,005
Street Lighting			-	-	-	-	-	-	-	-	-
Infrastructure - Water			1,538	971	1,239	1,261	2,075	2,075	1,170	1,626	1,876
Dams & Reservoirs			319	196	-	255	255	255	-	-	-
Water purification			156	468	-	608	1,422	1,422	98	528	782
Reticulation			1,062	307	1,239	398	398	398	1,073	1,098	1,095
Infrastructure - Sanitation			578	1,156	1,647	1,501	1,205	1,205	1,583	1,883	2,192
Reticulation			578	1,156	1,647	1,501	1,205	1,205	1,583	1,883	2,192
Sewerage purification			-	-	-	-	-	-	-	-	-
Infrastructure - Other			-	2,150	3,057	2,792	5,110	5,110	3,613	4,236	4,151
Waste Management			-	2,150	3,043	2,792	5,110	5,110	3,600	4,223	4,139
Transportation		###	-	-	-	-	-	-	-	-	-
Gas			-	-	-	-	-	-	-	-	-
Other		###	-	-	13	-	-	-	12	12	12
Community			425	534	834	693	432	432	1,103	1,289	1,980
Parks & gardens			114	119	28	154	38	38	33	53	82
Sportsfields & stadia			282	351	108	456	382	382	171	194	248
Swimming pools			-	-	-	-	-	-	-	-	10
Community halls			-	-	50	-	-	-	50	50	50
Libraries			19	64	97	83	12	12	94	94	94
Recreational facilities			-	-	465	-	-	-	459	459	459
Fire, safety & emergency			-	-	-	-	-	-	20	20	20
Security and policing			-	-	-	-	-	-	196	43	2
Buses		###	-	-	-	-	-	-	-	-	-
Clinics			-	-	35	-	-	-	32	32	32
Museums & Art Galleries			-	-	44	-	-	-	43	44	44
Cemeteries			-	-	7	-	-	-	6	6	20
Social rental housing		###	10	-	-	-	-	-	-	295	920
Other			1	-	-	-	-	-	-	-	-
Heritage assets			4	-	-	-	-	-	-	-	-
Buildings		###	-	-	-	-	-	-	-	-	-
Other			4	-	-	-	-	-	-	-	-
Investment properties			-	-	-	-	-	-	416	416	416
Housing development			-	-	-	-	-	-	-	-	-
Other			-	-	-	-	-	-	416	416	416
Other assets			3,232	5,393	6,083	7,003	6,149	6,149	6,496	5,865	5,360
General vehicles		###	707	1,194	1,716	1,550	1,550	1,550	1,942	1,843	1,881
Specialised vehicles			87	235	187	305	305	305	-	-	-
Plant & equipment			-	-	1,643	-	-	-	1,553	978	764
Computers - hardware/equipment			214	283	468	367	367	367	26	26	29
Furniture and other office equipment			1,692	2,877	919	3,736	3,579	3,579	1,358	1,384	839
Abattoirs			-	-	-	-	-	-	-	-	-
Markets			-	-	-	-	-	-	-	-	-
Civic Land and Buildings			59	81	404	105	105	105	1,011	1,011	1,011
Other Buildings			410	647	513	840	143	143	549	585	797
Other Land			10	-	-	-	-	-	31	31	31
Surplus Assets - (Investment or Inventory)			-	-	-	-	-	-	-	-	-
Other			52	77	232	99	99	99	26	7	7
Agricultural assets			-	-	-	-	-	-	-	-	-
List sub-class			-	-	-	-	-	-	-	-	-
Biological assets			-	-	-	-	-	-	-	-	-
List sub-class			-	-	-	-	-	-	-	-	-
Intangibles			-	49	156	64	64	64	11	129	497
Computers - software & programming			-	49	156	64	64	64	11	129	497
Other (list sub-class)			-	-	-	-	-	-	-	-	-
Total Depreciation		###	9,618	12,315	15,977	15,990	16,705	16,705	17,225	18,431	19,905
Specialised vehicles											
Refuse			87	235	187	305	305	305	-	-	-
Fire			-	-	-	-	-	-	-	-	-
Conservancy			-	-	-	-	-	-	-	-	-
Ambulances			-	-	-	-	-	-	-	-	-

WC013 Bergrivier - Supporting Table SA35 Future financial implications of the capital budget

Vote Description	Ref	2013/14 Medium Term Revenue & Expenditure Framework			Forecasts			
		Budget Year 2013/14	Budget Year +1 2014/15	Budget Year +2 2015/16	Forecast 2016/17	Forecast 2017/18	Forecast 2018/19	Present value
R thousand								
Capital expenditure	###							
Vote 1 - Municipal Manager		5	20	-				
Vote 2 - Finance		400	30	30				
Vote 3 - Corporate Services		1,502	4,188	1,957				
Vote 4 - Technical Services		21,312	44,079	53,634				
Vote 5 - [NAME OF VOTE 5]		-	-	-				
Vote 6 - [NAME OF VOTE 6]		-	-	-				
Vote 7 - [NAME OF VOTE 7]		-	-	-				
Vote 8 - [NAME OF VOTE 8]		-	-	-				
Vote 9 - [NAME OF VOTE 9]		-	-	-				
Vote 10 - [NAME OF VOTE 10]		-	-	-				
Vote 11 - [NAME OF VOTE 11]		-	-	-				
Vote 12 - [NAME OF VOTE 12]		-	-	-				
Vote 13 - [NAME OF VOTE 13]		-	-	-				
Vote 14 - [NAME OF VOTE 14]		-	-	-				
Vote 15 - [NAME OF VOTE 15]		-	-	-				
List entity summary if applicable								
Total Capital Expenditure		23,219	48,317	55,621	-	-	-	-
Future operational costs by vote	###							
Vote 1 - Municipal Manager								
Vote 2 - Finance								
Vote 3 - Corporate Services								
Vote 4 - Technical Services								
Vote 5 - [NAME OF VOTE 5]								
Vote 6 - [NAME OF VOTE 6]								
Vote 7 - [NAME OF VOTE 7]								
Vote 8 - [NAME OF VOTE 8]								
Vote 9 - [NAME OF VOTE 9]								
Vote 10 - [NAME OF VOTE 10]								
Vote 11 - [NAME OF VOTE 11]								
Vote 12 - [NAME OF VOTE 12]								
Vote 13 - [NAME OF VOTE 13]								
Vote 14 - [NAME OF VOTE 14]								
Vote 15 - [NAME OF VOTE 15]								
List entity summary if applicable								
Total future operational costs		-	-	-	-	-	-	-
Future revenue by source	###							
Property rates								
Property rates - penalties & collection charges								
Service charges - electricity revenue								
Service charges - water revenue								
Service charges - sanitation revenue								
Service charges - refuse revenue								
Service charges - other								
Rental of facilities and equipment								
List other revenues sources if applicable								
List entity summary if applicable								
Total future revenue		-	-	-	-	-	-	-
Net Financial Implications		23,219	48,317	55,621	-	-	-	-

References

1. Summarise the total capital cost until capital project is operational (MFMA s19(2)(a))
2. Summary of future operational costs from when projects operational (present value until the end of each asset's useful life) (MFMA s19(2)(b))
3. Summarise the future revenue from when projects are operational, including municipal tax and tariff implications, (present value until the end of asset's useful life)

WC013 Bergrivier - Supporting Table SA36 Detailed capital budget

Municipal Vote/Capital project	Ref	Program/Project description	Project number	IDP Goal code 2	Ily Approve d 6	Asset Class 3	Asset Sub-Class 3	2013/14 Medium Term Revenue & Expenditure Framework			Project information	
								Budget Year 2013/14	Budget Year +1 2014/15	Budget Year +2 2015/16	Ward location	New or renewal
R thousand	###											
Parent municipality:												
List all capital projects grouped by Municipal Vote												
Vote 1 - Municipal Manager		Public Address System		5.5.1.2.1	Yes	Furniture and other office equipment	Furniture and other office equipment	–	5	–	BR	New
Vote 1 - Municipal Manager		Diverse office furniture and equipment		5.5.1.2.1	Yes	Furniture and other office equipment	Furniture and other office equipment	5	3	–	BR	New
Vote 1 - Municipal Manager		Diverse computer equipment		5.5.1.2.1	Yes	Furniture and other office equipment	Furniture and other office equipment	–	12	–	BR	Renewal
Vote 2 - Finance		Diverse equipment	KATR0185	5.5.1.1.1	Yes	Furniture and other office equipment	Furniture and other office equipment	50	30	30	BR	New
Vote 2 - Finance		Financial system hardware	KATR0220	5.5.1.1.1	Yes	Furniture and other office equipment	Furniture and other office equipment	350	–	–	BR	New
Vote 3 - Corporate Services		Office equipment	KATR0175	5.5.1.2.2	Yes	Furniture and other office equipment	Furniture and other office equipment	–	100	–	BR	New
Vote 3 - Corporate Services		Photocopiers	KATR0176	5.5.1.2.2	Yes	Furniture and other office equipment	Furniture and other office equipment	–	400	–	BR	New
Vote 3 - Corporate Services		Diverse equipment	KATR0210	5.5.1.2.2	Yes	Furniture and other office equipment	Furniture and other office equipment	10	3	–	BR	New
Vote 3 - Corporate Services		Printers (5)	KATR0211	5.5.1.2.2	Yes	Computers - hardware/equipment	Computers - hardware/equipment	–	10	–	BR	New
Vote 3 - Corporate Services		Computer software (Office x23)	KATR0216	5.5.1.2.2	Yes	Computers - software & programming	Computers - software & programming	30	–	–	BR	New
Vote 3 - Corporate Services		New sound system for Council Chamber Piketberg		5.5.1.2.2	Yes	Furniture and other office equipment	Furniture and other office equipment	–	100	–	BR	New
Vote 3 - Corporate Services		1x 4X4 LDV Fire Fighting Vehicles	AVRT0067	5.5.5.1.4	Yes	General vehicles	General vehicles	–	1,000	–	PV	New
Vote 3 - Corporate Services		Fire fighting equipment		5.5.5.1.4	Yes	Plant & equipment	Plant & equipment	100	70	–	PV	New
Vote 3 - Corporate Services		Diverse equipment	KATR0193	5.5.5.1.2	Yes	Furniture and other office equipment	Furniture and other office equipment	70	120	–	BR	New
Vote 3 - Corporate Services		Diverse equipment	KATR0229	5.5.1.2.2	Yes	Furniture and other office equipment	Furniture and other office equipment	10	3	–	BR	New
Vote 3 - Corporate Services		Optiplan cabinets	KATR0233	5.5.1.2.2	Yes	Furniture and other office equipment	Furniture and other office equipment	–	–	10	BR	New
Vote 3 - Corporate Services		Diverse equipment	KATR0195	5.5.5.1.1	Yes	Furniture and other office equipment	Furniture and other office equipment	8	8	–	BR	New
Vote 3 - Corporate Services		Tools	KATR0234	5.5.5.1.1	Yes	Furniture and other office equipment	Furniture and other office equipment	–	50	–	BR	New
Vote 3 - Corporate Services		Portable pavilions		5.5.5.1.1	Yes	Sportsfield and stadia	Sportsfield and stadia	–	50	–	BR	New
Vote 3 - Corporate Services		Parking - Boom Street (Pella Park)		5.5.5.1.1	Yes	Infrastructure - Road transport	Roads, pavements & bridges	–	55	–	BR	New
Vote 3 - Corporate Services		Furniture and equipment	KATR0201	5.5.5.1.2	Yes	Furniture and other office equipment	Furniture and other office equipment	100	80	50	BR	Renewal
Vote 3 - Corporate Services		Upgrading of ablution blocks at Resorts		5.5.5.1.2	Yes	Other Buildings	Other Buildings	–	150	100	DKB	Renewal
Vote 3 - Corporate Services		1 Ton Lorry for the Resorts		5.5.5.1.2	Yes	General vehicles	General vehicles	–	–	–	BR	New
Vote 3 - Corporate Services		Tools and Equipment		5.5.5.1.2	Yes	Plant & equipment	Plant & equipment	–	5	5	DKB	New
Vote 3 - Corporate Services		Alarm System for Piketberg Museum and Tourism Offices		5.5.6.3.2	Yes	Plant & equipment	Plant & equipment	–	20	–	PB	New
Vote 3 - Corporate Services		Upgrading of Sport Facilities		5.5.5.1.1	Yes	Sportsfield and stadia	Sportsfield and stadia	557	604	637	BR	Renewal
Vote 3 - Corporate Services		Shelves for library		5.5.6.3.2	Yes	Furniture and other office equipment	Furniture and other office equipment	–	20	20	BR	Renewal
Vote 3 - Corporate Services		Container Library for Wittewater		5.5.6.3.2	Yes	Other Buildings	Other Buildings	–	450	500	BR	new
Vote 3 - Corporate Services		Photo Cameras for Libraries		5.5.6.3.2	Yes	Furniture and other office equipment	Furniture and other office equipment	–	10	15	BR	new
Vote 3 - Corporate Services		Time and Attendance system		5.5.1.2.2	Yes	Furniture and other office equipment	Furniture and other office equipment	–	–	–	BR	New
Vote 3 - Corporate Services		Back-up disks		5.5.1.2.2	Yes	Computers - software & programming	Computers - software & programming	30	30	30	BR	New
Vote 3 - Corporate Services		E-mail server		5.5.1.2.2	Yes	Computers - software & programming	Computers - software & programming	–	70	–	BR	New
Vote 3 - Corporate Services		Domain controller		5.5.1.2.2	Yes	Computers - software & programming	Computers - software & programming	–	–	70	BR	New
Vote 3 - Corporate Services		Expansion of electronic record system		5.5.1.2.2	Yes	Computers - software & programming	Computers - software & programming	150	200	–	PB	New
Vote 3 - Corporate Services		Upgrade IT system		5.5.1.2.2	Yes	Computers - software & programming	Computers - software & programming	–	400	400	BR	New
Vote 3 - Corporate Services		Steel shelves for records safe		5.5.1.2.2	Yes	Furniture and other office equipment	Furniture and other office equipment	120	120	120	PB	New
Vote 3 - Corporate Services		Firewall		5.5.1.2.2	Yes	Computers - software & programming	Computers - software & programming	–	30	–	BR	New
Vote 3 - Corporate Services		Upgrade websense		5.5.1.2.2	Yes	Computers - software & programming	Computers - software & programming	–	30	–	BR	New

Municipal Vote/Capital project	Ref	Program/Project description	Project number	IDP Goal code 2	Ily Approved 6	Asset Class 3	Asset Sub-Class 3	2013/14 Medium Term Revenue & Expenditure Framework			Project information	
								Budget Year 2013/14	Budget Year +1 2014/15	Budget Year +2 2015/16	Ward location	New or renewal
R thousand	###											
Vote 3 - Corporate Services		Book Detection System		5.5.6.3.2	Yes	Furniture and other office equipment	Furniture and other office equipment	115	–	–	PB	new
Vote 3 - Corporate Services		Sport Facilities		5.5.5.1.1	Yes	Sportsfield and stadia	Sportsfield and stadia	203	–	–	BR	New
Vote 4 - Technical Services		Diverse equipment	KATR0179	5.5.5.1.6	Yes	Plant & equipment	Plant & equipment	3	3	4	BR	New
Vote 4 - Technical Services		Tools	MATR0170	5.5.5.1.6	Yes	Plant & equipment	Plant & equipment	10	10	10	BR	New
Vote 4 - Technical Services		Gravel access roads - cemetery		5.5.5.1.6	Yes	Infrastructure - Road transport	Roads, pavements & bridges	–	35	–	PV	New
Vote 4 - Technical Services		Expansion of cemetery (Investigation)	GEBO0067	5.5.5.1.6	Yes	Cemeteries	Cemeteries	–	200	200	PV	New
Vote 4 - Technical Services		Fence new cemetery : Porterville		5.5.5.1.6	Yes	Cemeteries	Cemeteries	–	150	150	PV	New
Vote 4 - Technical Services		Upgrade entrance and parking		5.5.5.1.6	Yes	Infrastructure - Road transport	Roads, pavements & bridges	–	–	70	PV	New
Vote 4 - Technical Services		Toilets at cemetery 2		5.5.5.1.6	Yes	Other Buildings	Other Buildings	–	–	60	PV	New
Vote 4 - Technical Services		Toilet and store - Noordhoek cemetery		5.5.5.1.6	Yes	Other Buildings	Other Buildings	–	–	50	PV	New
Vote 4 - Technical Services		Housing	GEBO0050	5.5.6.1.2	Yes	Social rental housings	Social rental housing	7,363	15,640	15,640	VD	New
Vote 4 - Technical Services		Diverse equipment	KATR0181	5.5.6.1.1	Yes	Furniture and other office equipment	Furniture and other office equipment	3	–	–	BR	New
Vote 4 - Technical Services		GIS Software	KATR0219	5.5.6.1.1	Yes	Computers - software & programming	Computers - software & programming	25	–	–	BR	New
Vote 4 - Technical Services		High tension circuit breakers	ELEK0047	5.5.4.1.3	Yes	Infrastructure - Electricity	Transmission & Reticulation	30	30	30	PV	New
Vote 4 - Technical Services		Bulk meter replacement	ELEK0049	5.5.4.1.3	Yes	Infrastructure - Electricity	Transmission & Reticulation	50	60	60	PV	New
Vote 4 - Technical Services		Network strengthening	ELEK0051	5.5.4.1.3	Yes	Infrastructure - Electricity	Transmission & Reticulation	112	100	100	BR	New
Vote 4 - Technical Services		Strengthen CBD Network	ELEK0053	5.5.4.1.3	Yes	Infrastructure - Electricity	Transmission & Reticulation	50	50	50	PV	New
Vote 4 - Technical Services		Diverse equipment	KATR0183	5.5.4.1.3	Yes	Furniture and other office equipment	Furniture and other office equipment	8	10	10	BR	New
Vote 4 - Technical Services		Generator: Pressure towers (DKB)	MATR0121	5.5.4.1.3	Yes	Plant & equipment	Plant & equipment	30	–	200	DKB	New
Vote 4 - Technical Services		Meter streetlights	MATR0122	5.5.4.1.3	Yes	Plant & equipment	Plant & equipment	10	30	30	BR	New
Vote 4 - Technical Services		Replace street lights	STLG0015	5.5.4.1.3	Yes	Infrastructure - Electricity	Transmission & Reticulation	40	80	100	BR	Renewal
Vote 4 - Technical Services		Larger HT Switches - standby battery cell	ELEK0055	5.5.4.1.3	Yes	Infrastructure - Electricity	Transmission & Reticulation	50	–	–	PV	New
Vote 4 - Technical Services		Install mini - sub for increased demand in industrial area		5.5.4.1.3	Yes	Infrastructure - Electricity	Transmission & Reticulation	30	320	–	PV	New
Vote 4 - Technical Services		Mid block lines in remainder of Stephaan Street and Fabriek Street		5.5.4.1.3	Yes	Infrastructure - Electricity	Transmission & Reticulation	25	180	180	PV	New
Vote 4 - Technical Services		Canopies for cherry pickers		5.5.4.1.3	Yes	General vehicles	General vehicles	–	25	–	PV	New
Vote 4 - Technical Services		High tension pole replacements	ELEK0054	5.5.4.1.3	Yes	Infrastructure - Electricity	Transmission & Reticulation	–	50	50	PV	New
Vote 4 - Technical Services		HT Meter tester	MATR0174	5.5.4.1.3	Yes	Plant & equipment	Plant & equipment	10	–	–	PV	New
Vote 4 - Technical Services		15 Meter Cherry Picker for CBY 5469		5.5.4.1.3	Yes	General vehicles	General vehicles	–	–	450	PV	New
Vote 4 - Technical Services		Diverse equipment	KATR0191	5.5.1.2.2	Yes	Furniture and other office equipment	Furniture and other office equipment	4	–	–	BR	New
Vote 4 - Technical Services		Burglar bars at libraries (PB, VD,BJ, LBW)		5.5.6.3.2	Yes	Other Buildings	Other Buildings	80	50	–	PB	New
Vote 4 - Technical Services		Community Hall: curtains		5.5.5.1.7	Yes	Other Buildings	Other Buildings	75	75	75	PV	New
Vote 4 - Technical Services		Tables and chairs (Community Hall)		5.5.5.1.7	Yes	Furniture and other office equipment	Furniture and other office equipment	25	–	–	PV	New
Vote 4 - Technical Services		Tables and chairs (Community Hall)		5.5.5.1.7	Yes	Furniture and other office equipment	Furniture and other office equipment	–	30	–	PV	New
Vote 4 - Technical Services		Tile floor (Porterville Community Hall)		5.5.5.1.7	Yes	Other Buildings	Other Buildings	–	180	–	PV	New
Vote 4 - Technical Services		Replace fence - commonage		5.5.5.1.7	Yes	Other Buildings	Other Buildings	–	50	50	PV	New
Vote 4 - Technical Services		Paving Community Hall		5.5.5.1.7	Yes	Other Buildings	Other Buildings	–	25	–	PV	New
Vote 4 - Technical Services		Pave parking museum		5.5.5.1.7	Yes	Other Buildings	Other Buildings	–	85	–	PV	New
Vote 4 - Technical Services		Tables for Community Hall		5.5.5.1.7	Yes	Furniture and other office equipment	Furniture and other office equipment	–	10	–	PV	New
Vote 4 - Technical Services		Chairs for Community Hall		5.5.5.1.7	Yes	Furniture and other office equipment	Furniture and other office equipment	–	10	–	PV	New
Vote 4 - Technical Services		Safety door reception		5.5.5.1.7	Yes	Other Buildings	Other Buildings	–	40	–	PV	New
Vote 4 - Technical Services		Safety door stores	GEBO0064	5.5.5.1.7	Yes	Other Buildings	Other Buildings	–	60	60	PV	New

Municipal Vote/Capital project	Ref	Program/Project description	Project number	IDP Goal code 2	Ily Approved 6	Asset Class 3	Asset Sub-Class 3	2013/14 Medium Term Revenue & Expenditure Framework			Project information	
								Budget Year 2013/14	Budget Year +1 2014/15	Budget Year +2 2015/16	Ward location	New or renewal
R thousand	###											
Vote 4 - Technical Services		Fence - Municipal stores		5.5.5.1.7	Yes	Other Buildings	Other Buildings	-	100	40	PV	New
Vote 4 - Technical Services		Additional store (Black bags and tools)		5.5.5.1.7	Yes	Other Buildings	Other Buildings	-	-	240	PV	New
Vote 4 - Technical Services		Toilet facilities at store (with septic tank)		5.5.5.1.7	Yes	Other Buildings	Other Buildings	-	70	-	EK	New
Vote 4 - Technical Services		Replace floor tiles (Allan Boesak)		5.5.5.1.7	Yes	Other Buildings	Other Buildings	-	120	120	PB	New
Vote 4 - Technical Services		Tools	MATR0172	5.5.5.1.7	Yes	Plant & equipment	Plant & equipment	-	30	30	BR	New
Vote 4 - Technical Services		Veranda - Community Hall		5.5.5.1.7	Yes	Other Buildings	Other Buildings	-	50	-	BR	New
Vote 4 - Technical Services		Toilets at sea		5.5.5.1.7	Yes	Other Buildings	Other Buildings	-	300	-	BR	New
Vote 4 - Technical Services		Fencing - municipal store		5.5.5.1.7	Yes	Other Buildings	Other Buildings	-	85	-	BR	New
Vote 4 - Technical Services		Diverse equipment	KATR0196	5.5.4.1.4	Yes	Furniture and other office equipment	Furniture and other office equipment	10	10	10	BR	New
Vote 4 - Technical Services		Radios	KATR0197	5.5.4.1.4	Yes	Furniture and other office equipment	Furniture and other office equipment	-	20	20	BR	New
Vote 4 - Technical Services		Reseal streets	PAIE0101	5.5.4.1.4	Yes	Infrastructure - Road transport	Roads, pavements & bridges	1,750	2,500	2,500	BR	Renewal
Vote 4 - Technical Services		Cement ditches in Aurora	PAIE0105	5.5.4.1.4	Yes	Infrastructure - Road transport	Storm water	-	40	40	BR	New
Vote 4 - Technical Services		Street name curb stones	PAIE0107	5.5.4.1.4	Yes	Infrastructure - Road transport	Roads, pavements & bridges	30	50	50	BR	New
Vote 4 - Technical Services		Traffic calming measures (Speed bumps)	PAIE0126	5.5.4.1.4	Yes	Infrastructure - Road transport	Roads, pavements & bridges	30	60	60	BR	New
Vote 4 - Technical Services		Harden pavements	PAIE0127	5.5.4.1.4	Yes	Infrastructure - Road transport	Roads, pavements & bridges	-	200	200	BR	New
Vote 4 - Technical Services		Pave sidewalks	PAIE0129	5.5.4.1.4	Yes	Infrastructure - Road transport	Roads, pavements & bridges	-	200	300	BR	New
Vote 4 - Technical Services		Tools	MATR0175	5.5.4.1.4	Yes	Plant & equipment	Plant & equipment	-	80	80	BR	New
Vote 4 - Technical Services		Build Park Street between Wes and Porter Streets		5.5.4.1.4	Yes	Infrastructure - Road transport	Roads, pavements & bridges	-	-	300	BR	New
Vote 4 - Technical Services		Build Kelly Street		5.5.4.1.4	Yes	Infrastructure - Road transport	Roads, pavements & bridges	-	-	100	BR	New
Vote 4 - Technical Services		Survey and design road network: Eendekuil		5.5.4.1.4	Yes	Infrastructure - Road transport	Roads, pavements & bridges	-	26	50	BR	New
Vote 4 - Technical Services		Vibrating roller		5.5.4.1.4	Yes	Plant & equipment	Plant & equipment	-	150	-	BR	New
Vote 4 - Technical Services		Curb stones: Voortrekker Street		5.5.4.1.4	Yes	Infrastructure - Road transport	Roads, pavements & bridges	-	30	-	BR	New
Vote 4 - Technical Services		Gravel storage area		5.5.4.1.4	Yes	Infrastructure - Road transport	Roads, pavements & bridges	-	30	-	BR	New
Vote 4 - Technical Services		Construction of De Hoek Street	PAIE0137	5.5.4.1.4	Yes	Infrastructure - Road transport	Roads, pavements & bridges	-	140	-	BR	New
Vote 4 - Technical Services		New body for trailers	AVRT0060	5.5.4.1.4	Yes	General vehicles	General vehicles	-	-	-	BR	New
Vote 4 - Technical Services		Front end loader CBY 4857		5.5.4.1.4	Yes	General vehicles	General vehicles	-	1,000	-	BR	New
Vote 4 - Technical Services		Construction of roads: RDP Houses		5.5.4.1.4	Yes	Infrastructure - Road transport	Roads, pavements & bridges	-	300	300	BR	New
Vote 4 - Technical Services		Mechanical broom		5.5.4.1.4	Yes	Plant & equipment	Plant & equipment	-	180	-	BR	New
Vote 4 - Technical Services		Construction of roads: Aurora		5.5.4.1.4	Yes	Infrastructure - Road transport	Roads, pavements & bridges	-	500	500	BR	New
Vote 4 - Technical Services		Cement benches - open spaces	AVRT0057	5.5.6.2.1	Yes	Parks & gardens	Parks & gardens	-	25	25	BR	New
Vote 4 - Technical Services		Diverse equipment	KATR0198	5.5.6.2.1	Yes	Furniture and other office equipment	Furniture and other office equipment	4	4	4	BR	New
Vote 4 - Technical Services		Lawn mowers	MATR0133	5.5.6.2.1	Yes	Plant & equipment	Plant & equipment	80	90	90	BR	New
Vote 4 - Technical Services		Recreation areas		5.5.6.2.1	Yes	Parks & gardens	Parks & gardens	100	-	100	BR	New
Vote 4 - Technical Services		Irrigation - parks		5.5.6.2.1	Yes	Parks & gardens	Parks & gardens	-	20	20	BR	New
Vote 4 - Technical Services		Irrigation - parks	KATR0199	5.5.4.1.2	Yes	Furniture and other office equipment	Furniture and other office equipment	8	8	8	BR	New
Vote 4 - Technical Services		Tools	KATR0235	5.5.4.1.2	Yes	Furniture and other office equipment	Furniture and other office equipment	-	15	18	BR	New
Vote 4 - Technical Services		Telemetry at pump stations	MATR0141	5.5.4.1.2	Yes	Plant & equipment	Plant & equipment	80	100	120	BR	New
Vote 4 - Technical Services		Sewerage stand by pumps	MATR0157	5.5.4.1.2	Yes	Infrastructure - Sanitation	Sewerage	75	100	120	BR	New
Vote 4 - Technical Services		Switchgear and pumps	MATR0158	5.5.4.1.2	Yes	Plant & equipment	Plant & equipment	75	100	120	BR	New
Vote 4 - Technical Services		Sedimentation tanks		5.5.4.1.2	Yes	Infrastructure - Sanitation	Sewerage	-	-	3,500	BR	New
Vote 4 - Technical Services		Fence WWTW		5.5.4.1.2	Yes	Infrastructure - Sanitation	Sewerage	-	60	60	BR	New

Municipal Vote/Capital project	Ref	Program/Project description	Project number	IDP Goal code 2	Ily Approved 6	Asset Class 3	Asset Sub-Class 3	2013/14 Medium Term Revenue & Expenditure Framework			Project information	
								Budget Year 2013/14	Budget Year +1 2014/15	Budget Year +2 2015/16	Ward location	New or renewal
R thousand	###											
Vote 4 - Technical Services		Telemetry at WWTW		5.5.4.1.2	Yes	Infrastructure - Sanitation	Sewerage	25	20	-	BR	New
Vote 4 - Technical Services		Sewer line 300mm supply line Disa Street (Monte Bertha)		5.5.4.1.2	Yes	Infrastructure - Sanitation	Sewerage	-	466	-	PV	New
Vote 4 - Technical Services		Standby return pump - WWTW		5.5.4.1.2	Yes	Infrastructure - Sanitation	Sewerage	25	-	-	PB	New
Vote 4 - Technical Services		Standby pumps		5.5.4.1.2	Yes	Infrastructure - Sanitation	Sewerage	70	-	-	BR	New
Vote 4 - Technical Services		Expansion of WWTW		5.5.4.1.2	Yes	Infrastructure - Sanitation	Sewerage	10,586	11,476	12,109	VD	New
Vote 4 - Technical Services		Fence WWTW		5.5.4.1.2	Yes	Other Buildings	Other Buildings	-	150	150	BR	New
Vote 4 - Technical Services		Sewerage Laaiplek: Oos Street		5.5.4.1.2	Yes	Infrastructure - Sanitation	Sewerage	-	300	450	BR	New
Vote 4 - Technical Services		Diverse equipment	KATR0200	5.5.4.1.5	Yes	Furniture and other office equipment	Furniture and other office equipment	5	5	5	BR	New
Vote 4 - Technical Services		Gulley: Voortrekker Street	PAIE0109	5.5.4.1.5	Yes	Infrastructure - Road transport	Roads, pavements & bridges	-	55	55	BR	Renewal
Vote 4 - Technical Services		Upgrade storm water in accordance with Master Plan (V&V)	PAIE0115	5.5.4.1.5	Yes	Infrastructure - Road transport	Storm water	-	1,000	4,000	BR	New
Vote 4 - Technical Services		Storm water ditch at Noordhoek - deepen dam	PAIE0121	5.5.4.1.5	Yes	Infrastructure - Road transport	Storm water	60	-	-	VD	Renewal
Vote 4 - Technical Services		Storm water Voortrekker Street (Phase 1 V&V Report	PAIE0130	5.5.4.1.5	Yes	Infrastructure - Road transport	Storm water	-	200	200	BR	New
Vote 4 - Technical Services		Low water bridge: Park Street	PAIE0131	5.5.4.1.5	Yes	Infrastructure - Road transport	Storm water	-	10	10	BR	Renewal
Vote 4 - Technical Services		Stabilise "Wintervoor" (Flood prevention)	PAIE0133	5.5.4.1.5	Yes	Infrastructure - Road transport	Storm water	35	35	35	PV	New
Vote 4 - Technical Services		Gulley in Lang Street (Phase 3)		5.5.4.1.5	Yes	Infrastructure - Road transport	Storm water	-	100	100	BR	New
Vote 4 - Technical Services		Cillier Street		5.5.4.1.5	Yes	Infrastructure - Road transport	Storm water	-	-	-	BR	New
Vote 4 - Technical Services		Museum		5.5.4.1.5	Yes	Museum & Art Galleries	Museum & Art Galleries	40	-	-	PB	New
Vote 4 - Technical Services		Construction of storm water channels at low cost houses	PAIE0135	5.5.4.1.5	Yes	Infrastructure - Road transport	Storm water	-	75	75	BR	New
Vote 4 - Technical Services		Diverse equipment	KATR0202	5.5.4.1.6	Yes	Furniture and other office equipment	Furniture and other office equipment	6	6	6	BR	New
Vote 4 - Technical Services		Tools	KATR0238	5.5.4.1.6	Yes	Furniture and other office equipment	Furniture and other office equipment	-	10	10	BR	Renewal
Vote 4 - Technical Services		Refuse carts	MATR0159	5.5.4.1.6	Yes	Infrastructure - Other	Waste Management	-	10	10	BR	Renewal
Vote 4 - Technical Services		Skips	MATR0161	5.5.4.1.6	Yes	Infrastructure - Other	Waste Management	-	100	-	BR	New
Vote 4 - Technical Services		Drums and stands		5.5.4.1.6	Yes	Furniture and other office equipment	Furniture and other office equipment	-	45	-	BR	New
Vote 4 - Technical Services		Replace MF Tractor CBY 2961 with a 4 Ton Truck		5.5.4.1.6	Yes	General vehicles	General vehicles	-	420	-	PB	New
Vote 4 - Technical Services		Diverse equipment	KATR0203	5.5.4.1.1	Yes	Furniture and other office equipment	Furniture and other office equipment	10	10	10	BR	New
Vote 4 - Technical Services		Tools	MATR0163	5.5.4.1.1	Yes	Plant & equipment	Plant & equipment	-	25	25	BR	Renewal
Vote 4 - Technical Services		New water meter boxes at Noordhoek (Trickle feed)	WATR0073	5.5.4.1.1	Yes	Infrastructure - Water	Reticulation	50	50	50	VD	New
Vote 4 - Technical Services		Purchase new borehole pumps	MATR0171	5.5.4.1.1	Yes	Plant & equipment	Plant & equipment	20	20	20	AU	New
Vote 4 - Technical Services		Improve water inlets at dam		5.5.4.1.1	Yes	Infrastructure - Water	Dams & Reservoirs	-	65	-	PV	New
Vote 4 - Technical Services		Build lime store at water treatment works		5.5.4.1.1	Yes	Other Buildings	Other Buildings	-	-	65	PV	New
Vote 4 - Technical Services		Telemetry		5.5.4.1.1	Yes	Infrastructure - Water	Reticulation	-	-	60	PV	New
Vote 4 - Technical Services		Fence reservoir terrain		5.5.4.1.1	Yes	Other Buildings	Other Buildings	55	-	-	EK	New
Vote 4 - Technical Services		Dam Safety report (Waboomspruit)	WATR0093	5.5.4.1.1	Yes	Infrastructure - Water	Reticulation	-	30	-	EK	New
Vote 4 - Technical Services		Dam safety report (Porterville Dam)		5.5.4.1.1	Yes	Infrastructure - Water	Reticulation	-	30	-	PV	New
Vote 4 - Technical Services		Replace Fiat Tractor: CBY 1399		5.5.4.1.1	Yes	General vehicles	General vehicles	-	200	-	RH	New
Vote 4 - Technical Services		Telemetry station on fountain line		5.5.4.1.1	Yes	Infrastructure - Water	Reticulation	50	-	-	PB	New
Vote 4 - Technical Services		Replace redundant meters	WATR0095	5.5.4.1.1	Yes	Infrastructure - Water	Reticulation	-	50	-	PB	Renewal
Vote 4 - Technical Services		Build new reservoir (Veddrif)		5.5.4.1.1	Yes	Infrastructure - Water	Dams & Reservoirs	-	3,500	-	VD	New
Vote 4 - Technical Services		HT supply from main substation to Piet Retief Street switch station (Reuse existing		5.5.4.1.3	Yes	Infrastructure - Electricity	Transmission & Reticulation	-	100	-	PV	New
Vote 4 - Technical Services		Cutlery (Community hall)		5.5.5.1.7	Yes	Furniture and other office equipment	Furniture and other office equipment	-	10	10	BR	New
Vote 4 - Technical Services		Tile Community Hall floor		5.5.5.1.7	Yes	Other Buildings	Other Buildings	-	120	120	PV	Renewal

Municipal Vote/Capital project	Ref	Program/Project description	Project number	IDP Goal code 2	Ily Approved 6	Asset Class 3	Asset Sub-Class 3	2013/14 Medium Term Revenue & Expenditure Framework			Project information	
								Budget Year 2013/14	Budget Year +1 2014/15	Budget Year +2 2015/16	Ward location	New or renewal
R thousand	###											
Vote 4 - Technical Services		Tables and chairs (Community halls)		5.5.5.1.7	Yes	Furniture and other office equipment	Furniture and other office equipment	-	30	30	BR	New
Vote 4 - Technical Services		Air conditioners - offices		5.5.5.1.7	Yes	Other Buildings	Other Buildings	-	25	25	PV	New
Vote 4 - Technical Services		Air conditioner - Town Hall		5.5.5.1.7	Yes	Other Buildings	Other Buildings	-	-	350	VD	New
Vote 4 - Technical Services		Replace tractor (CBY 3021)		5.5.5.1.2	Yes	General vehicles	General vehicles	-	250	-	EK	New
Vote 4 - Technical Services		Enlarge sludge dams		5.5.4.1.2	Yes	Infrastructure - Sanitation	Sewerage	-	-	700	PV	New
Vote 4 - Technical Services		Skip truck		5.5.4.1.6	Yes	General vehicles	General vehicles	-	700	-	PB	New
Vote 4 - Technical Services		Refuse compactor		5.5.4.1.6	Yes	General vehicles	General vehicles	-	-	2,100	BR	New
Vote 4 - Technical Services		Refuse collection point		5.5.4.1.6	Yes	Other Buildings	Other Buildings	-	-	2,300	RH	New
Vote 4 - Technical Services		Weighbridge		5.5.4.1.6	Yes	Infrastructure - Other	Waste Management	-	-	1,000	BR	New
Vote 4 - Technical Services		Upgrade water treatment works		5.5.4.1.1	Yes	Infrastructure - Water	Reticulation	-	-	2,800	PV	New
Parent Capital expenditure	###							23,219	48,317	55,621		
Entities:												
List all capital projects grouped by Entity												
Entity A												
Water project A												
Entity B												
Electricity project B												
Entity Capital expenditure								-	-	-		
Total Capital expenditure								23,219	48,317	55,621		

WC013 Bergrivier - Supporting Table SA37 Projects delayed from previous financial year/s

Municipal Vote/Capital project	Ref. 1,2	Project name	Project number	Asset Class 3	Asset Sub-Class 3	GPS co-ordinates 4	Previous target year to complete	Current Year 2012/13		2013/14 Medium Term Revenue & Expenditure Framework		
								Original Budget	Full Year Forecast	Budget Year 2013/14	Budget Year +1 2014/15	Budget Year +2 2015/16
							Year					
R thousand												
Parent municipality: <i>List all capital projects grouped by Municipal Vote</i>				Examples	Examples							
Entities: <i>List all capital projects grouped by Municipal Entity</i>												
Entity Name <i>Project name</i>												
References												
1. List all projects with planned completion dates in current year that have been re-budgeted in the MTREF												
2. Refer MFMA s30												
3. As per Table SA34												

MUNISIPALITEIT BERGRIVIER

TARIEWE

Tariewe van toepassing met ingang van eerste rekening wat gelewer word na 1 Julie tensy anders aangedui.

ALLE TARIEWE SLUIT B.T.W. IN

Tarief vanaf 1 Julie 2012

R

Tarief vanaf 1 Julie 2013

R

Tarief vanaf 1 Julie 2014 Voorlopig

R

Tarief vanaf 1 Julie 2015 Voorlopig

R

1 BEGRAAFPLAASFOOIE ALLE BEGRAAFPLASE

a) Inwoners en Belastingbetalers

Enkel Graf	833.00	7.44%	895.00	8.04%	967.00	7.96%	1,044.00
Dubbel langs mekaar	1,666.00	7.50%	1,791.00	7.98%	1,934.00	8.01%	2,089.00
Duplex Graf	1,266.00	7.50%	1,361.00	8.01%	1,470.00	8.03%	1,588.00
Kinder Ry	357.00	7.56%	384.00	8.07%	415.00	7.95%	448.00
NIS	818.00	7.46%	879.00	7.96%	949.00	8.01%	1,025.00

b) Nie-Munisipale Inwoners tydens sterfte

Enkel Graf	1,250.00	7.52%	1,344.00	8.04%	1,452.00	7.99%	1,568.00
Dubbel langs mekaar	2,503.00	7.51%	2,691.00	7.99%	2,906.00	7.98%	3,138.00
Duplex Graf	1,900.00	7.53%	2,043.00	7.98%	2,206.00	7.98%	2,382.00
Kinder Ry	537.00	7.45%	577.00	7.97%	623.00	8.03%	673.00
NIS	1,230.00	7.48%	1,322.00	8.02%	1,428.00	7.98%	1,542.00

c) ARMLASTIGE BEGRAFENISSE

Die bepaling van toepaslike wetgewing sal geld.

Enkel Graf + Kis	642.00	7.48%	690.00	7.97%	745.00	8.05%	805.00
Oopmaak van Duplex graf	239.00	7.53%	257.00	8.17%	278.00	7.91%	300.00
Toemaak van graf	120.00	7.50%	129.00	7.75%	139.00	7.91%	150.00

2 BESKIKBAARHEIDSGELDE

Alle onbeboude eiendom.

a) Elektriesiteit per erf - per jaar	1,344.61	8.00%	1,452.18	16.03%	1,685.00	16.02%	1,955.00
b) Riool per erf - per jaar	1,028.68	8.00%	1,110.97	8.01%	1,200.00	8.00%	1,296.00
c) Water per erf - per jaar	554.24	8.00%	598.58	7.92%	646.00	8.05%	698.00
d) Vullis per erf - per jaar	912.91	20.00%	1,095.49	7.99%	1,183.00	8.03%	1,278.00

Eiendom met 'n waarde soos deur die raad bepaal word uitgesluit van die heffing van beskikbaarheidsgelde. Verwys na die TARIEFBELEID.

3 SMOUSE

a) Geproklameerde staanplek - per finansiële jaar of gedeelte daarvan vooruitbetaalbaar	450.00	6.67%	480.00	8.33%	520.00	7.69%	560.00
b) Informele handelsentrum - per maand vooruitbetaalbaar	110.00	9.09%	120.00	8.33%	130.00	7.69%	140.00

4 FOTOSTATIESE AFDrukKE

a) Per bladsy - A4	0.60	66.67%	1.00	0.00%	1.00	0.00%	1.00
b) Per bladsy - A3	1.20	25.00%	1.50	0.00%	1.50	0.00%	1.50

5 WOONWAPARKE & STRANDDOORDE

Die seisoen word beskou as beginnende op die dag waarop die eerste skole in die republiek sluit na die eerste kwartaal en die laaste skole open na die Desember vakansie asook die paasaweek indien dit buite die vakansie sou voorkom.

Die volle bedrag vir besprekings vir Desember/Januarie moet teen 31 Augustus betaal wees.

Terugbetaling sal op meriete oorweeg word nadat 'n skriftelike versoek ontvang is.

Korting van 20% vir persone 60 jaar en ouer word buite seisoen toegestaan vanaf Maandae tot Donderdae. (Maksimum 2 persone per perseel)

n Standaard afslag van 15% word buite seisoen toegestaan aan groepbesprekings van 5 of meer huisies / persele.

A PIKETBERG

a) Die eerste ses persone van 'n gesin

Basies - per dag	83.00	7.23%	89.00	7.87%	96.00	8.33%	104.00
Krag - per dag	30.00	6.67%	32.00	9.38%	35.00	8.57%	38.00
Sleuteldeposito - per Huurder	30.00	33.33%	40.00	0.00%	40.00	0.00%	40.00

B Stywelyne Strandoord

a) Karavaan Staanplekke - per dag

Binne Seisoen	172.00	9.88%	189.00	7.94%	204.00	7.84%	220.00
Buite Seisoen	135.00	10.37%	149.00	8.05%	161.00	8.07%	174.00

b) Woonstelle - per dag

Midweek	329.00	10.03%	362.00	8.01%	391.00	7.93%	422.00
Naweek	431.00	9.98%	474.00	8.02%	512.00	8.01%	553.00
Binne Seisoen	567.00	10.05%	624.00	8.01%	674.00	8.01%	728.00

c) Luukse Huisies - per dag

Midweek	520.00	10.00%	572.00	8.04%	618.00	7.93%	667.00
Naweek	626.00	10.06%	689.00	7.98%	744.00	8.06%	804.00
Binne Seisoen	775.00	10.06%	853.00	7.97%	921.00	8.03%	995.00

MUNISIPALITEIT BERGRIVIER

TARIEWE

Tariewe van toepassing met ingang van eerste rekening wat gelewer word na 1 Julie tensy anders aangedui.	Tarief vanaf 1 Julie 2012	Tarief vanaf 1 Julie 2013	Tarief vanaf 1 Julie 2014 Voorlopig	Tarief vanaf 1 Julie 2015 Voorlopig
ALLE TARIEWE SLUIT B.T.W. IN	R	R	R	R

d) Stoor van Woonwaens vooruitbetaalbaar - per jaar	NVT		NVT		NVT		NVT
e) Addisionele Voertuig - per dag	15.00	0.00%	15.00	0.00%	15.00	0.00%	15.00
f) Addisionele Persoon meer as toelaatbaar - per dag							
Huisies	20.00	150.00%	50.00	0.00%	50.00	0.00%	50.00
Staanplekke	10.00	400.00%	50.00	0.00%	50.00	0.00%	50.00
g) Dagkampering							
Dagkampeers / Besoekers - insluitend swembadfooi	15.00	100.00%	30.00	0.00%	30.00	0.00%	30.00
Motorvoertuie & sleepwaens (Slegs binne seisoen)	20.00	50.00%	30.00	-16.67%	25.00	0.00%	25.00
Busse / Vragmotors	Nie Toegelaat		Nie Toegelaat		Nie Toegelaat		Nie Toegelaat
h) Permanente Kampeers							
Persele met eie Elektrisiteit - per maand	502.00	7.57%	540.00	7.96%	583.00	8.06%	630.00
Persele sonder Elektrisiteit - per maand	670.00	7.46%	720.00	8.06%	778.00	7.97%	840.00

C Dwarsersbos Strandoord

a) Karavaan Staanplekke - per dag							
Binne Seisoen	172.00	9.88%	189.00	7.94%	204.00	7.84%	220.00
Buite Seisoen	135.00	10.37%	149.00	8.05%	161.00	8.07%	174.00
b) Rondawels - per dag							
Midweek	268.00	10.07%	295.00	8.14%	319.00	8.15%	345.00
Naweek	329.00	10.03%	362.00	8.01%	391.00	7.93%	422.00
Binne Seisoen	431.00	9.98%	474.00	8.02%	512.00	8.01%	553.00
c) Woonstelle - per dag							
Midweek	329.00	10.03%	362.00	8.01%	391.00	7.93%	422.00
Naweek	431.00	9.98%	474.00	8.02%	512.00	8.01%	553.00
Binne Seisoen	567.00	10.05%	624.00	8.01%	674.00	8.01%	728.00
d) Addisionele Voertuig - per dag	15.00	33.33%	20.00	0.00%	20.00	0.00%	20.00
e) Addisionele Persoon meer as toelaatbaar - per dag							
Huisies	20.00	150.00%	50.00	0.00%	50.00	0.00%	50.00
Staanplekke	10.00	400.00%	50.00	0.00%	50.00	0.00%	50.00
f) Dagkampering							
Dagkampeers / Besoekers - insluitend swembadfooi	15.00	100.00%	30.00	0.00%	30.00	0.00%	30.00
Motorvoertuie & sleepwaens (Slegs binne seisoen)	20.00	50.00%	30.00	-16.67%	25.00	0.00%	25.00
Busse / Vragmotors	Nie Toegelaat		Nie Toegelaat		Nie Toegelaat		Nie Toegelaat
g) Saal							
Deposito	540.00	7.41%	580.00	8.62%	630.00	7.94%	680.00
Huur	731.00	7.52%	786.00	8.02%	849.00	8.01%	917.00
Skoolgroepe - per kop (Minimum R200 per nag)	5.00	40.00%	7.00	0.00%	7.00	0.00%	7.00

6 SWEMBADDENS

a) Persone onder die ouderdom van 18 jaar	2.00	0.00%	2.00	150.00%	5.00	0.00%	5.00
b) Persone bo die ouderdom van 18 jaar	5.00	0.00%	5.00	0.00%	5.00	0.00%	5.00

7 PLANFOOIE

a) Minimum fooi van toepassing op enige plan.	209.00	7.66%	225.00	8.00%	243.00	7.82%	262.00
b) Per vierkante meter	14.00	7.14%	15.00	6.67%	16.00	6.25%	17.00
c) Bouersdeposito	600.00	7.50%	645.00	8.06%	697.00	8.03%	753.00
d) Tydelike Strukture	10.00	50.00%	15.00	0.00%	15.00	0.00%	15.00
e) Bou sonder goedgekeurde planne per vierkante meter	70.00	7.14%	75.00	6.67%	80.00	6.25%	85.00
f) Skure motorhuise en afdakke	7.00	14.29%	8.00	12.50%	9.00	11.11%	10.00

8 TOETS VAN METERS

Per toets, indien die meter foutief is, sal die bedrag op die persoon se rekening gekrediteer word, indien nie ,word die bedrag verbeur	206.00	7.28%	221.00	8.14%	239.00	7.95%	258.00
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9 DIENSTE DEPOSITO'S

a) Huishoudelik							
Vooruitbetaalde Elektrisiteit, Water, Riool, Vullisverwydering	710.00	7.46%	763.00	7.99%	824.00	8.01%	890.00
Konvensionele Elektrisiteit, Water, Riool, Vullisverwydering	1,110.00	7.48%	1,193.00	7.96%	1,288.00	8.00%	1,391.00
b) Besighede							
Elektrisiteit, Water, Riool, Vullisverwydering. Die bedrag sal aangepas word om 1 maand se gemiddelde rekening (Bereken op die voorafgaande 6 maande) te dek na wanbetaling die eerste keer voorkom. Bankwaarborgs kan in die plek van 'n deposito ingedien word.	1,110.00	7.48%	1,193.00	7.96%	1,288.00	8.00%	1,391.00
c) Laekoste behuising/Hulpbehoewende/Staatsouderdomspensioenarisse.							
Betaalbaar by betrekking van die huis of nadat wanbetaling die eerste keer voorkom.	263.00	7.60%	283.00	8.13%	306.00	7.84%	330.00

10 Administratiewe Dokumentasie

Per gedrukte lyn							
a) Finansiële state (Aan publiek)	59.00	6.78%	63.00	7.94%	68.00	7.35%	73.00
b) Begrotings (Aan publiek)	104.00	7.69%	112.00	8.04%	121.00	8.26%	131.00
c) Agendas	74.00	8.11%	80.00	7.50%	86.00	8.14%	93.00
d) Notule	45.00	6.67%	48.00	8.33%	52.00	7.69%	56.00

11 OPENBARE OOP TERREINE

a) Per dag per perseel	500.00	100.00%	1,000.00	0.00%	1,000.00	0.00%	1,000.00
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12 INLIGTINGCERTIFIKATE

a) Per sertifikaat (Waardasie,Uitklaring,Sonering ens)	85.00	17.65%	100.00	8.00%	108.00	8.33%	117.00
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13 GEMEENSKAP - EN ANDER SALE

MUNISIPALITEIT BERGRIVIER

TARIEWE

Tariewe van toepassing met ingang van eerste rekening wat gelewer word na 1 Julie tensy anders aangedui.	Tarief vanaf 1 Julie 2012	Tarief vanaf 1 Julie 2013	Tarief vanaf 1 Julie 2014 Voorlopig	Tarief vanaf 1 Julie 2015 Voorlopig
ALLE TARIEWE SLUIT B.T.W. IN	R	R	R	R

(Aansoek om GRATIS gebruik van enige saal moet aan die MUNISIPALE BESTUURDER gerig word, waarna dit op meriete oorweeg sal word. Die bespreking van die saal moet dan ook self gedoen word.)

Die Gemeenskapsale word nie uitverhuur/beskikbaar gestel vir individue wat fondsinsamelings/danse en/of opvoerings aanbied vir eie gewin nie.

A GEMEENSKAPSALE

i) Enige geleentheid waarvoor enige vorm van toegang gevra word.

Huur	239.00	7.53%	257.00	8.17%	278.00	7.91%	300.00
Deposito	443.00	7.45%	476.00	7.98%	514.00	7.98%	555.00
Kombuis - huur	120.00	7.50%	129.00	7.75%	139.00	7.91%	150.00

ii) Enige geleentheid waarvoor geen vorm van toegang gevra word nie.

Huur	120.00	7.50%	129.00	7.75%	139.00	7.91%	150.00
Deposito	235.00	7.66%	253.00	7.91%	273.00	8.06%	295.00
Kombuis - huur	120.00	7.50%	129.00	7.75%	139.00	7.91%	150.00

B BIBLIOTEEKSALE (Maksimun 100 persone)

i) Slegs geleenthede waarvoor geen vorm van toegang gevra word.

Huur	120.00	7.50%	129.00	7.75%	139.00	7.91%	150.00
Deposito	120.00	7.50%	129.00	7.75%	139.00	7.91%	150.00
Hoof Kombuis (Breekgoed ingesluit)	120.00	7.50%	129.00	7.75%	139.00	7.91%	150.00

C STADSAAI

i) Enige geleentheid

Huur	1,176.00	7.48%	1,264.00	7.99%	1,365.00	7.99%	1,474.00
Deposito	554.00	7.58%	596.00	8.05%	644.00	8.07%	696.00

14 SKUTGELDE

a) Voertuie per dag - (plus insleepkoste)	90.00	7.78%	97.00	8.25%	105.00	7.62%	113.00
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15 PLAKKATE

a) Algemene plakkate Deposito Per Dorp	275.00	7.64%	296.00	8.11%	320.00	8.13%	346.00
b) Verkiesingsplakkate Deposito vir Bergrivier	700.00	7.57%	753.00	7.97%	813.00	8.00%	878.00

16 DIVERSE HEFFINGS

a) Tjeks deur bank geweier - per tjek	170.00	7.65%	183.00	8.20%	198.00	8.08%	214.00
(Indien tjek 3 x binne 6 maande geweier , word slegs kontant vir 6 maande aanvaar tensy met Tesourier anders gereel)							
b) Koste vir ontvangs van buitelandse betalings	Werklike Koste		Werklike Koste		Werklike Koste		
c) Peuter met enige munisipale diensmeter uitgesluit koste van nuwe meter.	3,000.00	16.67%	3,500.00	0.00%	3,500.00	0.00%	3,500.00

17 VERKEER

a) Begeleidings:							
Binne werksyd (per uur of gedeelte daarvan)	300.00	33.33%	400.00	0.00%	400.00	0.00%	400.00
Na-ure (per uur of gedeelte daarvan)	500.00	20.00%	600.00	0.00%	600.00	0.00%	600.00
b) Diening van Prosesstukke	140.00	42.86%	200.00	0.00%	200.00	0.00%	200.00
c) Uitvoering van lasbrief	140.00	42.86%	200.00	0.00%	200.00	0.00%	200.00

18 WATER

Basiese Heffing per maand	35.70	8.01%	38.57	8.90%	42.00	7.14%	45.00
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Alle Dorpe

a) Alle verbruiker behalwe die genoem in b) per kl hieronder

0 - 6	5.02	7.95%	5.42	8.03%	5.85	8.03%	6.32
7 - 20	10.10	8.01%	10.91	7.98%	11.78	7.98%	12.72
21 - 50	10.11	8.00%	10.92	7.99%	11.79	7.97%	12.73
51 - 100	11.64	8.03%	12.57	8.00%	13.58	8.03%	14.67
101 - 200	12.23	8.01%	13.21	8.00%	14.27	7.99%	15.41
201 - 1000	12.87	7.97%	13.90	8.01%	15.01	7.99%	16.21
1000 - 1500	10.92	8.04%	11.80	7.98%	12.74	8.01%	13.76
1501 - 2000	9.29	7.98%	10.03	7.95%	10.83	8.03%	11.70
2000 +	7.87	7.97%	8.49	7.97%	9.17	7.96%	9.90

Bogenoemde tariewe is gebaseer op besparingsmaatreels van 20%. Indien hierdie maatreels verder verhoog sal bogenoemde tariewe met 2.5% verhoog vir elke 5% waarmee die besparingsmaatreels verhoog word.

b) Ander Verbruikers

Sportklubs : Skole : Welsynsorganisasies	5.02	7.46%	5.39	7.98%	5.82	8.08%	6.29
Munisipale verbruik	5.02	7.46%	5.39	7.98%	5.82	8.08%	6.29
Verbruikers buite voormalige munisipale gebied	10.10	7.52%	10.86	8.01%	11.73	8.01%	12.67

Aansluiting

Nuwe aansluiting	2,050.00	7.50%	2,203.75	8.00%	2,380.05	8.00%	2,570.45
Verandering van 15mm na 20 mm	1,040.00	7.50%	1,118.00	8.00%	1,207.44	8.00%	1,304.04

MUNISIPALITEIT BERGRIVIER

TARIEWE

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ALLE TARIEWE SLUIT B.T.W. IN	R	R	R	R

19 RIOOL

A Spoelriool

Alle Dorpe

Standaardheffing per aansluiting/wooneenheid (insluitende woonstel,deeltitel,tyddeeleenheid) wat ookal die meeste per maand.	108.01	8.00%	116.66	8.00%	125.99	8.00%	136.07
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B Suig van Septiese Tenke (Binne voormalige munisipale gebiede)

Velddrif

a) Gedurende werksure - Ma tot Vr 08h00 tot 16h30 - per vrag (Maksimum 7 Kl)	250.00	7.50%	268.75	8.00%	290.25	8.00%	313.47
b) Buite werksure - Ma tot Sat 08h00 tot 16h30 - per vrag (Maksimum 7 Kl)	410.00	7.50%	440.75	8.00%	476.01	8.00%	514.09
c) Sondae & Openbare Vakansiedae - per vrag (Maksimum 7 Kl)	720.00	7.50%	774.00	8.00%	835.92	8.00%	902.79

Eendekuil

Slegs gedurende werksure - per vrag (Maks 1 Hef per eiendom per maand)	105.00	7.50%	112.88	8.00%	121.91	8.00%	131.66
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Aurora

Slegs gedurende werksure - per vrag	105.00	7.50%	112.88	8.00%	121.91	8.00%	131.66
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C Suig van Septiese Tenke (Buite voormalige munisipale gebiede)

a) Buite Munisipale gebied binne werksure - per vrag + per km	410.00	7.50%	440.75	8.00%	476.01	8.00%	514.09
b) Buite Munisipale gebied buite werksure - per vrag + per km	930.00	7.50%	999.75	8.00%	1,079.73	8.00%	1,166.11
Buite Munisipale gebied Sondae & Openbare Vakansiedae - per vrag + per km	1,440.00	7.50%	1,548.00	8.00%	1,671.84	8.00%	1,805.59
c) Buite voormalige dorpsgrense per km vanaf rioolsuiweringswerke	6.00	7.50%	6.45	8.06%	6.97	8.03%	7.53

AANSLUITING

Nuwe aansluiting selfde kant van straat	620.00	7.58%	667.00	7.95%	720.00	8.06%	778.00
Nuwe aansluiting oorkant van straat	1,240.00	7.50%	1,333.00	8.03%	1,440.00	7.99%	1,555.00

20 VULLISVERWYDERING

In Pak met 25 sakke in word een maal per kwartaal gratis verskaf aan elke huishouding. Dit sal die bewoner / eienaar se verantwoordelikheid wees om te verseker dat hy dit wel ontvang het.

a) Huishoudelik

Verwydering 1 maal per week - per maand	145.94	8.00%	157.62	7.86%	170.00	8.24%	184.00
Goedverwacht/Wiltwater	Werklike Koste		Werklike Koste		Werklike Koste		Werklike Koste

b) Besighede

Die huishoudelike tarief is ook op alle besighede van toepassing as 'n maandelikse minimum diens vir die verwydering van 2 sakke een maal per week. Enige addisionele verwyderings sal soos hieronder aangedui gehel word.

Per vrag of gedeelte daarvan gedurende werksure (Na ure werklike koste)	510.00	7.45%	548.00	8.03%	592.00	7.94%	639.00
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c) Tuinvullis

Per vrag of gedeelte daarvan	130.00	7.69%	140.00	7.86%	151.00	7.95%	163.00
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d) Vullissakke

per pak van 25	30.00	6.67%	32.00	9.38%	35.00	8.57%	38.00
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e) Bourommel

Per vrag of gedeelte daarvan	270.00	7.41%	290.00	7.93%	313.00	7.99%	338.00
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f) Storting van vullis by Beheerde Oorlaastasies

Huishoudelik van buite dorpsgebied (3 sakke)			46.00	8.70%	50.00	8.00%	54.00
Bakkie (0.5 ton - 1 ton)			86.00	8.14%	93.00	7.53%	100.00
Vragmotor (1 - 3 ton) half vrag			129.00	7.75%	139.00	7.91%	150.00
Vragmotor (1 - 3 ton) vol vrag			258.00	8.14%	279.00	7.89%	301.00
Vragmotor (3 - 5 ton) half vrag			258.00	8.14%	279.00	7.89%	301.00
Vragmotor (3 - 5 ton) vol vrag			430.00	7.91%	464.00	7.97%	501.00
Vragmotor (5 - 10 ton) half vrag			430.00	7.91%	464.00	7.97%	501.00
Vragmotor (5 - 10 ton) vol vrag			860.00	8.02%	929.00	7.97%	1,003.00

21 Eiendomsbelasting

Eiendomsbelasting is van toepassing op die totale markwaarde van Eiendom soos dit voorkom op die Raad se waardasierol 2012.

Algemene koers van toepassing op alle eiendom uitgesluit die hieronder aangedui	0.00788	7.99%	0.00851	8.00%	0.00919	8.00%	0.00993
Eiendom aangedui met gebruik as LANDBOU in die waardasierol	0.00158	34.68%	0.00213	7.99%	0.00230	8.01%	0.00248
Eiendom aangedui met gebruik as KOMMERSIEEL in die waardasierol	0.00867	7.99%	0.00936	8.00%	0.01011	8.00%	0.01092
Eiendom aangedui met gebruik as INDUSRTIEEL in die waardasierol	0.00867	7.99%	0.00936	8.00%	0.01011	8.00%	0.01092

MUNISIPALITEIT BERGRIVIER

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ALLE TARIEWE SLUIT B.T.W. IN	R	R	R	R

Kortings

In terme van die Raad se Belastingbeleid word die volgende kortings, onderhewig aan aansoek en goedkeuring soos in die beleid vervat, toegestaan.

Residensiele eiendom. (Artikel 16(1) en 17(1) van Wet 6 van 2004) eerste bedrag van waarde vrygestel	20,000.00	20,000.00	20,000.00	20,000.00
Munisipale eiendom (Behalwe eiendom verhuur deur die munisipaliteit)	100%	100%	100%	100%
Institusionele Eiendom	per aansoek goedgekeur 50%	per aansoek goedgekeur 50%	per aansoek goedgekeur 50%	per aansoek goedgekeur 50%
Pensionarisse : Eienaar wat voor 30 Junie bewys kan lewer dat hy/sy 'n STAATSOUERDOMSPENSIOEN ontvang.	per aansoek goedgekeur 50%	per aansoek goedgekeur 50%	per aansoek goedgekeur 50%	per aansoek goedgekeur 50%
Liefdadigheidsorganisasies , Sportorganisasies , Landbougenootskappe, Hospitale , Begraafplase	per aansoek goedgekeur 100%	per aansoek goedgekeur 100%	per aansoek goedgekeur 100%	per aansoek goedgekeur 100%
Landbou gebruik- Korting t.o.v. Huisvesting, voorsiening van riool, elektrisiteit, water, vullis, sport, vervoer en opleiding soos vervat in Eiendomsbelastingbeleid met die voldoening aan voorwaardes		per aansoek goedgekeur tot 'n maksimum van 85% van residensiele koers (Verhouding 1:0.15)	per aansoek goedgekeur tot 'n maksimum van 85% van residensiele koers (Verhouding 1:0.15)	per aansoek goedgekeur tot 'n maksimum van 85% van residensiele koers (Verhouding 1:0.15)

22 DEPARTEMENTELE DIENSTE

b) Riool	86.41	7.63%	93.00	7.53%	100.00	8.00%	108.00
c) Vullisverwydering	116.75	7.92%	126.00	7.94%	136.00	8.09%	147.00

23 BRANDWEERGELDE

Blus van brand by geboue - per uur	1,850.00	7.51%	1989.00	7.99%	2148.00	8.01%	2320.00
Blus van veld en ander brande - per uur	550.00	7.45%	591.00	7.95%	638.00	7.99%	689.00

24 GRONDGEBRUIKSBEPLANNING

Onderstaande tariewe sluit advertensies / aansoekfooi / kennisgewings / posgeld in per aansoek. ('n Aansoek kan een of meer van die onderstaande insluit.)
Staatsgefinansierde behuisingsareas betaal slegs 50% van die tarief.

a) Vergunningsgebruik	5,500.00	9.09%	6,000.00	0.00%	6,000.00	0.00%	6,000.00
b) Hersonerig	5,500.00	9.09%	6,000.00	0.00%	6,000.00	0.00%	6,000.00
c) Onderverdeling	5,500.00	9.09%	6,000.00	0.00%	6,000.00	0.00%	6,000.00
d) Afwyking	5,500.00	9.09%	6,000.00	0.00%	6,000.00	0.00%	6,000.00
e) Opheffing van beperkings	5,500.00	9.09%	6,000.00	0.00%	6,000.00	0.00%	6,000.00
f) Dorpsplan per dorp	209.00	7.66%	225.00	8.00%	243.00	7.82%	262.00
g) Soneringskaart per dorp	263.00	7.60%	283.00	8.13%	306.00	7.84%	330.00

25 DIENSTE BYDRAE (Dorpsstigting,Onderverdeling ens)

a) Tot en met 5 erwe - per erf + WDM Heffings (Item c)	13,000	7.69%	14,000.00	8.00%	15,120.00	8.00%	16,330.00
Meer as 5 erwe soos per diensteooreenkoms + WDM Heffing (Item c)	Ooreenkoms		Ooreenkoms		Ooreenkoms		Ooreenkoms
b) Weskus DM Water Bydrae (Gebiede wat water ontvang vanaf Withoogte waterskema)	Soos deur WDM bepaal		Soos deur WDM bepaal		Soos deur WDM bepaal		Soos deur WDM bepaal

26 Raadsfasiliteite

Aansoek om GRATIS gebruik van enige fasiliteite van die Raad moet aan die MUNISIPALE BESTUURDER gerig word, waarna dit op meriete oorweeg en goedgekeur word. Die bespreking daarvan moet dan ook deur die munisipale bestuurder gedoen word.

27 Elektrisiteit

BASIESE HEFFING							
B3 - KVA Aansluitings	1,415.88	7.50%	1,522.01	15.00%	1,750.32	15.00%	2,012.86
Aanvraag							
Lewenslyn : (Maksimum van tot 20 amp aansluiting)							
A1 - Enkelfase aansluiting hoer as 20 amp	145.92	7.50%	156.86	15.00%	180.39	15.00%	207.44
A3 - Driefase aansluiting	522.12	7.50%	561.26	15.00%	645.45	15.00%	742.26
D3 - KVA aansluiting per KVA	148.20	7.50%	159.31	15.00%	183.21	15.00%	210.69
Verbruik Konfisioneel							
1P CONS SINGLE PHASE							
0 - 50 kwh	0.72	7.50%	0.77	15.00%	0.89	15.00%	1.02
51 - 350 kwh	0.90	7.50%	0.97	15.00%	1.11	15.00%	1.28
351 - 600 kwh	1.03	7.50%	1.10	15.00%	1.27	15.00%	1.46
601 +	1.12	7.50%	1.20	15.00%	1.38	15.00%	1.59
3P CONS THREE PHASE							
50.000000 kW	1.12	7.50%	1.20	15.00%	1.38	15.00%	1.59
350.000000 kW	1.12	7.50%	1.20	15.00%	1.38	15.00%	1.59
600.000000 kW	1.12	7.50%	1.20	15.00%	1.38	15.00%	1.59
> 600	1.12	7.50%	1.20	15.00%	1.38	15.00%	1.59

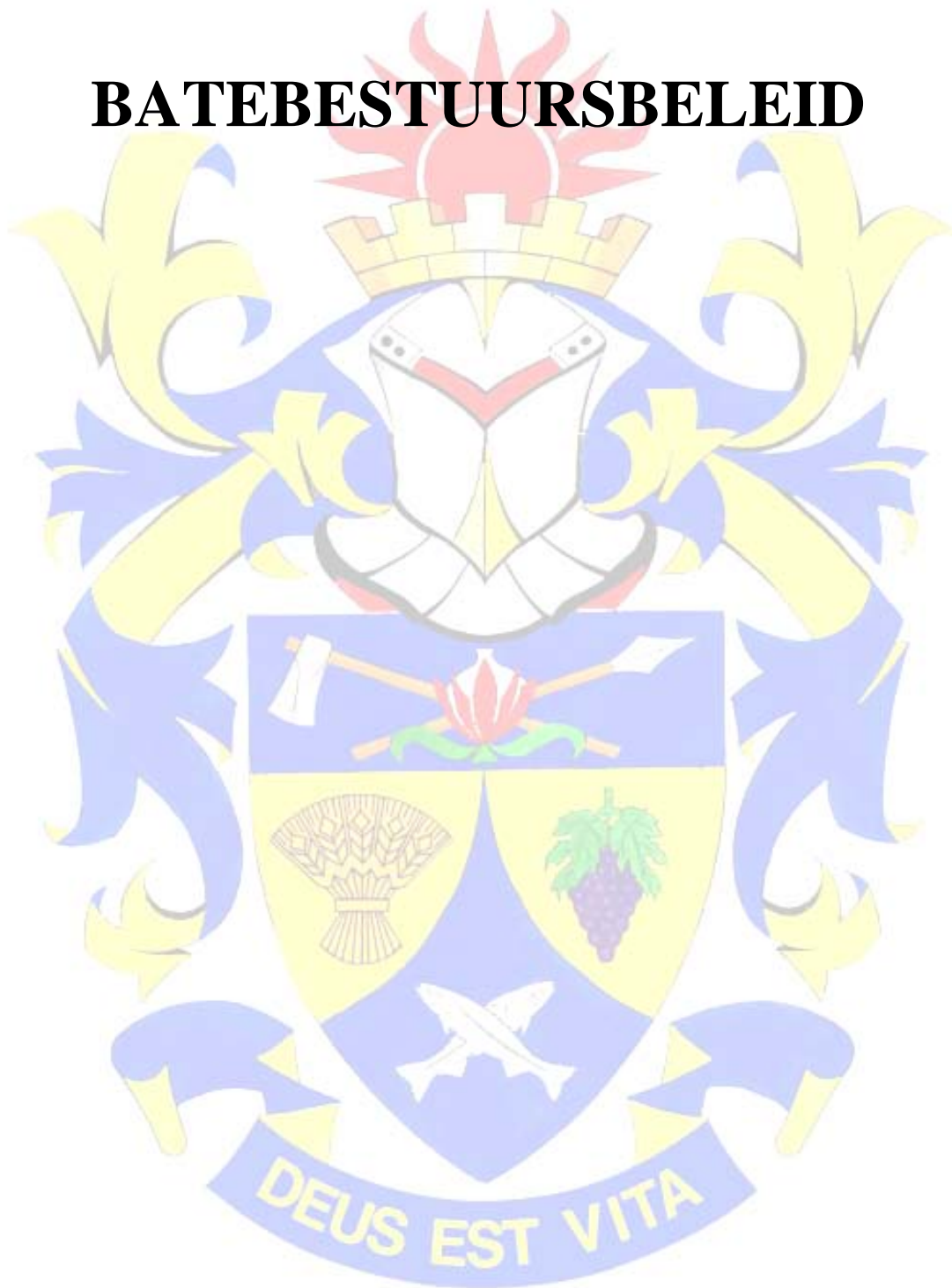
MUNISIPALITEIT BERGRIVIER

TARIEWE

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ALLE TARIEWE SLUIT B.T.W. IN	R	R	R	R
KV CONSUMPTION KVA				
50.000000 kW	0.78	7.50%	0.83	15.00%
350.000000 kW	0.78	7.50%	0.83	15.00%
600.000000 kW	0.78	7.50%	0.83	15.00%
> 600	0.78	7.50%	0.83	15.00%
LL CONS LIFE LINE				
50.000000 kW	0.68	7.50%	0.74	15.00%
350.000000 kW	0.81	7.50%	0.87	15.00%
600.000000 kW	0.88	7.50%	0.94	15.00%
> 600	1.00	7.50%	1.08	15.00%
MU CONSUMPTION MUN				
50.000000 kW	0.62	15.00%	0.71	15.00%
350.000000 kW	0.62	15.00%	0.71	15.00%
600.000000 kW	0.62	15.00%	0.71	15.00%
> 600	0.62	15.00%	0.71	15.00%
Verbruik - PRE PAID				
Enkelfase				
50.000000 kW	0.72	7.50%	0.77	15.00%
350.000000 kW	0.90	7.50%	0.97	15.00%
600.000000 kW	1.21	7.50%	1.30	15.00%
> 600	1.41	7.50%	1.52	15.00%
Life Line				
50.000000 kW	0.75	7.50%	0.81	15.00%
350.000000 kW	0.82	7.50%	0.88	15.00%
600.000000 kW	0.87	7.50%	0.93	15.00%
> 600	1.01	7.50%	1.09	15.00%
Driefase				
50.000000 kW	1.23	7.50%	1.32	15.00%
350.000000 kW	1.23	7.50%	1.32	15.00%
600.000000 kW	1.23	7.50%	1.32	15.00%
> 600	1.23	7.50%	1.32	15.00%

BERGRIVIER MUNISIPALITEIT

BATEBESTUURSBELEID



**BATEBESTUURSBELEID:
BERGRIVIER MUNICIPALITEIT**

INHOUDSOPGAWE

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- 2. DOELWITTE**
- 3. OMVANG VAN BELEID**
- 4. REKENPLIGTIGE BAMPTE EN ANDER BESTUURDERS**
- 5. VERKRYGING VAN BATES**
- 6. AANDUIDING VAN EIENDOM, AANLEGTE & MASJINERIE
IN DIE FINANSIËLE STELSEL**
- 7. INSTANDHOUDING VAN VASTE BATES**
- 8. OORDRAG VAN BATES**
- 9. VERSEKERING**
- 10. AFSKRYF VAN BATES**
- 11. VERKOOP VAN BATES**
- 12. KORT TITEL**

DIE BATEBESTUURSBELEID BERGRIVIER MUNISIPALITEIT

AANHEF

Die Munisipale Raad as beskermmer van openbare fondse is verantwoordelik vir beleid wat die verkryging , beskerming en onderhoud van alle bates reguleer.

Hierdie bates moet oor hul leeftyd van gebruik beskerm word en mag aangewend word in die produksie of voorsiening van goedere of dienste of vir administratiewe doeleindes.

1. WOORDOMSKRYWINGS

- 1.1 In hierdie beleid, tensy die samehang anders vereis, het woorde en uitdrukkings die betekenis wat in die Wet daaraan geheg word en het die volgende woorde en uitdrukkings die volgende betekenis:
- (i) *Aangewese bedrag* beteken die bedrag waarteen 'n bate ingesluit word in die balansstaat na aftrekkings van die geakkumuleerde waardevermindering daarvan (ii);
 - (ii) *Ander bates* is bates gebruik gedurende normale ondernemings/bedrywigheede. Voorbeelde is aanlegte en masjinerie, motorvoertuie, meubels en toebehore (xii);
 - (iii) *Beleggingseiendom* is eiendom wat aangeskaf word vir ekonomiese en kapitaalgroei. Voorbeelde is sakekantoor-terreine, kantoorgeboue en onontwikkelde grond aangeskaf met die doel om dit in die toekoms te herverkoop (xi);
 - (iv) *Billike waarde* is die bedrag waarvoor 'n bate verwissel kan word tussen ingeligte, gewillige partye in 'n ooreenkoms sonder bevoorregting tussen onafhanklike partye (viii);
 - (v) *Eiendom, aanlegte en toerusting* is tasbare bates wat:
 - (a) Deur die munisipaliteit gebruik word vir die produksie of verskaffing van goedere en dienste of om aan ander te verhuur of vir administratiewe doeleindes te gebruik; en
 - (b) Na verwagting gebruik sal word vir meer as een tydperk (xiii);
 - (vi) *Gemeenskapsbates* is bates wat bydra tot die lewensgehalte van die gemeenskap. Voorbeelde is parke, biblioliteke en brandweer-stasies (iv);

- (vii) *Hoof-Finansiële Beampte* beteken die beampte van die munisipaliteit aangewys deur die Munisipale Bestuurder ingevolge artikel 80(2) (a) van die Wet (iii);
- (viii) *Infrastruktuurbates* is bates wat deel is van 'n netwerk of soortgelyke bates. Voorbeelde is paaie, waterverspreidingskemas, rioolsuiwering en hooftoevoerpyppe, vervoereindpunte en motorparkeerplekke (x);
- (ix) *Inhirente waarde* is die netto bedrag wat die munisipaliteit verwag om te verkry wanneer 'n bate aan die einde van sy nutstydperk verkoop word, na aftrekking van die koste van vervreemding (xv);
- (x) *Koste* is die bedrag kontant of gelykstaande aan kontant wat betaal is of die billike waarde van 'n ander teengif wat gegee is om 'n bate aan te skaf ten tyde van die aanskaffing of konstruksie daarvan (v);
- (xi) *Kulturele bates* is hulpbronne/bates van kulturele belang. Voorbeelde is kunswerke, historiese geboue en standbeelde (ix);
- (xii) *Nutstydperk* is:
 - (a) Die tydperk waarbinne verwag word dat die bate deur die munisipaliteit gebruik word; of
 - (b) Die aantal produksie of soortgelyke eenhede wat verwag word om van die bate verkry te word, soos bepaal deur die munisipaliteit se Rekenpligtige Beampte (xvi);
- (xiii) *Rekenpligtige beampte* beteken die Munisipale Bestuurder wat aangestel is ingevolge artikel 82 van die Wet op Plaaslike Regering: Munisipale Strukture, 1998 (Wet 117 van 1998) as die hoof van die administrasie en as rekeningpligte beampte in terme van artikel 55 van die Wet op Plaaslike Bestuur: Munisipale Stelsels 2000 (Wet No. 32 van 2000) en artikel 60 van die Wet (i);
- (xiv) *Verhaalbare bedrag* is die bedrag wat 'n munisipaliteit verwag om terug te vorder deur die toekomstige gebruik van bates, insluitende die inhirente/oorblywende waarde met verkope (xiv);
- (xv) *Waardevermindering* is die sistematiese aanwending van die waardeverminderingsbedrag van 'n bate oor die gebruikstydperk daarvan (vii);

- (xvi) *Waardeverminderingbedrag* is die koste van 'n bate of 'n ander bedrag ter vervanging van koste aangetoon in die finansiële state minus die inhirente waarde (vi);
- (xvii) *die Wet* is die Wet op Plaaslike Regering: Munisipale Finansiële Bestuur, 2003 (Wet No. 56 van 2003). ()

2. DOELWITTE

Die doel van die beleid is om prosedures voor te skryf vir die verkryging, aanduiding, onderhoud, oordrag en versekering van bates.

3. OMVANG VAN DIE BELEID

Die beleid het betrekking op:

- a) Die Rekenpligtige Beampte en ander bestuurders;
- b) Die verkryging van bates;
- c) Die aanduiding van bates;
- d) Die onderhoud van bates;
- e) Die oordrag van bates;
- f) Die versekering van bates; en
- g) Die afskryf van bates.

4. REKENPLIGTIGE BEAMPTEN EN ANDER BESTUURDERS

4.1 Die Munisipale Bestuurder, as Rekenpligtige Beampte is verantwoordelik vir die bestuur, met inbegrip van die beveiliging en instandhouding van alle bates van die munisipaliteit, op 'n ekonomiese, doeltreffende en effektiewe wyse as volg ingevolg Art. 63 van die Wet:

“Bestuur van bates en laste

63. (1) *Die rekenpligtige beampte van 'n munisipaliteit is verantwoordelik vir die bestuur van-*

(c) die bates van die munisipaliteit, met inbegrip van die beveiliging en instandhouding van daardie bates; en

(d) die laste van die munisipaliteit.

(2) Die rekenpligtige beampte moet vir doeleindes van subartikel (1) alle redelike stappe doen om te verseker-

(a) dat die munisipaliteit 'n bestuurs-, rekenkundige en inligtingstelsel wat rekenskap gee van die bates en laste van die munisipaliteit, het en in stand hou;

(b) dat die munisipaliteit se bates en laste gewaardeer word ooreenkomstig standaarde van algemeen erkende rekenkundige praktyk; en

(c) dat die munisipaliteit beskik oor en die instandhouding behartig van 'n stelsel van interne beheer oor bates en laste, met inbegrip van 'n register van bates en laste, soos wat voorgeskryf word.”

4.2 Die topbestuur van die Munisipaliteit moet die munisipale bestuurder as rekenpligtige beampte bystaan met die batebestuur van die munisipaliteit, soos bedoel in Art. 77 van die Wet.

- 4.3 Elke senior bestuurder van die Munisipaliteit en elke beampte van die Munisipaliteit wat finansiële bestuursverantwoordelikhede uitoefen moet binne hul onderskeie verantwoordelikhedsgebiede alle redelike stappe doen om te verseker dat die bates van die Munisipaliteit effektief bestuur word en dat die bates beveilig en in stand gehou word, soos bedoel in Art. 78(1)(e) van die Wet.

5. VERKRYGING VAN BATES

5.1 Verkryging van Onroerende Bates:

- 5.1.1 Die munisipaliteit mag onroerende bates verkry deur die koop of huur daarvan binne of buite 'n munisipale gebied.
- 5.1.2 Alvorens finaal besluit word of onroerende bates gekoop of gehuur gaan word, moet die raad sy bedoeling adverteer.
- 5.1.3 Na die oorweging van enige besware, indien ingedien ingevolge 'n kennisgewing bedoel in paragraaf 5.1.2 hierbo, moet die Raad:
 - (a) In die geval van onroerende bates bedoel in paragraaf 5.1.4, voldoen aan die vereistes in daardie paragraaf; en
 - (b) die Raad in geval van ander onroerende bates, finaal besluit of die onroerende bates gekoop of gehuur sal word.
- 5.1.4 Die munisipaliteit sal nie sonder die vooraf goedkeuring van die raad voortgaan om onroerende bates te huur of te koop nie:
 - (a) sulke bates gekoop word teen 'n prys hoër as die markwaarde daarvan soos bepaal deur 'n geswore waardeerder.
 - (b) Wat gehuur word teen 'n huur wat, wanneer dit bereken word per jaar, in die geval van:
 - (i) Onroerende bates gehuur vir landboudoeleindes, 6% oorskry; en
 - (ii) Onroedene bates gehuur vir enige ander doeleindes, 12% of die markwaarde van die eiendom soos bepaal deur 'n waardeerder; of
 - (e) Waar besware aangeteken is ingevolge 'n kennisgewing bedoel in 5.1.2 hierbo.
- 5.1.5 Die bepalings in die voorafgaande paragrawe is nie van toepassing op die verkryging van onroerende bates van die staat of 'n ander staatsorgaan nie;
Met dien verstande dat:
 - (a) Die koopprys van die onroerende bates wat aangekoop staan te word, of
 - (b) Die huur wanneer bereken per jaar van die onroerende bates wat gehuur te staan te word, nie sodanige bedrae oorskry nie as wat van tyd tot tyd bepaal word deur die Provinsiale Minister van Plaaslike Regering, wat sodanige bedrae mag bepaal vir verskillende munisipaliteite.

- 5.1.6 Die raad mag 'n skenking of oordrag van onroerende bates ontvang óf in totale eiendomsreg vir die munisipaliteit, maatskappy óf in trust vir 'n liefdadigheid of 'n ander openbare doel wat nie te make het met godsdiensoefening nie, ontvang en die bate in trust hou vir die doel soos wat verklaar word deur die skenkers en mag dit administreer, gebruik en verbeter.
 - 5.1.7 Die trustees van enige onroerende goed gehou in trust vir enige dorp of nedersetting wat sedertdien 'n munisipaliteit geword het of deel geword het van 'n munisipaliteit mag dit oordra aan die munisipaliteit onderworpe aan spesiale trust in die titelaktes en op voorwaardes wat nie daarmee teenstrydig is nie.
- 5.2 Verkryging van Roerende Bates:
- 5.2.1 Die Munisipale Bestuurder is verantwoordelik vir die implementering van die verkrygingsbeleid in verband met bates.
 - 5.2.2 Alle verkryging van bates moet geskied ingevolge die begrotings- en verkrygingsvoorskrifte.
 - 5.2.3 Die bate-register moet gereeld opgedateer word vir alle verkrygings van roerende en onroerende bates.
 - 5.2.4 Die bate-register moet ooreengebring word met die totale bates soos dit blyk uit die grootboek en die bronne van befondsing.

6. AANDUIDING VAN EIENDOM, AANLEGTE EN MASJINERIE IN DIE FINANSIËLE STELSEL

- 6.1.1 'n Item "Eiendom, Aanleg en Toerusting" (EAT) moet 'n aanduiding gee van 'n bate teenoor die koste daarvan, indien:
 - (a) die waarde daarvan meer as R10 000,00 is;
 - (b) dit waarskynlik is dat die toekomstige ekonomiese voordele of potensiële diensverskaffing wat met die bate saamhang die munisipaliteit sal toekom; en waarskynlik in die toekoms ekonomiese voordele of potensiële diensverskaffing aanverwant aan die bate tot voordeel tot die munisipaliteit sal oplewer; en
 - (c) die koste van die bate vir die munisipaliteit op 'n betroubare wyse meetbaar is.
- 6.1.2 Bates waarvan die koopprys nie R10 000,00 oorskry nie en wat gefinansier word vanuit enige bron anders as eksterne bronne, sal aangedui word in die bate-register as 'n inventarisitem en sal nie enige waardevermindering dra nie.
- 6.2 'n Eiendom, Aanleg of Toerustingitem wat kwalifiseer vir aanduiding as 'n bate, moet aanvanklik in die register erken word teen die koste daarvan.
- 6.3 Die koste van 'n Eiendom, Aanleg of Toerusting-item behels:
 - (a) Koopprys;
 - (b) Invoerbelasting;
 - (c) Nie-terugbetaalbare koopbelasting; en

- (d) Direk toeskryfbare koste om die bate in 'n werkende toestand te kry vir die doel waarvoor dit aangewend moet word soos die koste van perseelvoorbereiding, afleweringskoste, hanteringskoste, installasiekoste en professionele fooie soos argiteksfooie en ingenieursfooie.
- 6.4 Indien betaling vir 'n EAT-item uitgestel word vir langer as die normale krediettermyn, is die koste daarvan die kontantprys-ekiwalent. Die verskil tussen hierdie bedrag en die totale betaling word erken as 'n rente-uitgawe vir die duur van die kredietverskaffing.
- 6.5 Administratiewe en algemene koste is nie 'n komponent van die batekoste nie tensy dit direk toeskryfbaar is aan die verkryging van die bate of om die bate in 'n werkende toestand te kry.
- 6.6 Wanneer 'n EAT-item verkry word om uitgeruil te word of om gedeeltelik uitgeruil te word vir 'n nie-soortgelyke EAT-item of 'n ander bate, word die koste van so 'n item gemeet teen die redelike waarde van die bate ontvang, wat gelyk is aan die billike waarde van die bate aangepas met die bedrag van enige kontant of kontant-ekiwivalent oordrag.
- 6.7 Verdere uitgawes
 - (a) Verdere uitgawes in verband met EAT-items wat alreeds gekapitaliseer is, moet bygevoeg word tot die drabedrag van die bate, indien dit waarskynlik is dat die toekomstige ekonomiese voordele of potensiële dienslewering meer sal wees as die oorspronklik-geëvalueerde prestasievlak van die bestaande bate.
 - (b) Alle ander daaropvolgende uitgawes moet erken word as uitgawes in die tydperk waar binne dit aangegaan is.
- 6.8 Herwaardasies
 - (a) Wanneer 'n EAT-item herwaardeer word, moet die hele kategorie van eiendom waarbinne dit sorteer, herevalueer word;
 - (b) Wanneer die drabedrag verhoog word as gevolg van herwaardasie, moet die verhoging gekrediteer word direk tot die onverdeelbare reserves van die munisipaliteit; en
 - (c) Wanneer die drabedrag van 'n bate verminder as gevolg van waardevermindering, moet sodanige verlaging erken word as 'n uitgawe in die jaarlikse finansiële state.
- 6.9 Afskrywing en wegdoening
 - (a) 'n EAT-item moet van die balansstaat verwyder word by wegdoening of wanneer die bate permanent onttrek word van gebruik en mee weggedoen word en geen toekomstige ekonomiese voordeel of potensiële dienslewering daarvan verwag kan word nie.
 - (b) Winste of verliese voortspruitend uit die afskryf van of wegdoen met 'n EAT-item moet vasgestel word as die verskil tussen die werklike of geskatte netto vervreemdingsopbrengs en die drabedrag van die bate, en moet erken word as inkomste of uitgawes in die balansstate.

Waardevermindering en Delgingstekorte

- (a) Waardevermindering begin loop aan die einde van die maand wat volg op die maand waarin die bate aangekoop is of waarin die projek voltooi is. Wanneer afgeskryf, loop die waardevermindering tot aan die einde van die maand waarin die bate afgeskryf of verkoop word.
- (b) Voorsiening vir delgingstekorte gedurende die leeftyd van 'n lening wat korter is as die leeftyd van die bate moet in die Bedryfsrekening voorsien word. Nadat die lening gedolg is, moet waardevermindering weer uit hierdie voorsiening teruggeskryf word na die Bedryfsrekening.

7. INSTANDHOUDING VAN VASTE BATES

- 7.1 'n Vaste bate-register moet instandgehou word deur rekord te hou van alle Kategorieë van Eiendom, Aanlegte en Toerusting geklasifiseer onder 'n kategorie van infrastruktuur, gemeenskapseiendom, erfenis kulturele bates, beleggingseiendom en ander bates.
- 7.2 Minstens die volgende besonderhede moet op die Vaste Bate-register verskyn:
 - (a) Datum van aanskaffing;
 - (b) Waar bate geleë is;
 - (c) Bate identifikasienommer;
 - (d) Aankoopprys;
 - (e) Bron van befondsing;
 - (f) Herevaluering;
 - (g) Vervreemding;
 - (h) Verkoopprys; en
 - (i) Waardevermindering.
- 7.3 Die Munisipale Bestuurder moet jaarliks 'n sertifikaat uitreik wat aandui dat oor alle bates verslag gedoen is en dat dit gekontroleer is teenoor die bateregister.
- 7.4 Alle bates moet gedepresieer word oor die tydperk van nuttige gebruik van die bate soos voorgeskryf in aanhangsel A tot Gamap verklaring 113.
- 7.5 Die totale jaarlikse depresiasie soos verkry vanuit die bateregister, moet ingesluit word as 'n koste in die munisipale bedryfsbegroting.

- 7.6 Wanneer vaste bates verkoop word, vervreem word of oorgedra word, of aangeskaf word met goedkeuring van die munisipale raad:
- (a) moet die Vaste bate-register opgedateer word; en
 - (b) moet die joernaalinskrywings verwerk word om die koop, verkoop, oordrag of aanskaffing proses te registreer.
- 7.7 Vaste bates mag ook vervreem word by wyse van openbare veiling of tender.

8. OORDRAG VAN BATES

- 8.1 Wat betref die oordrag van bates moet 'n lys in stand gehou word wat die relevante besonderhede aantoon, in ooreenstemming met die bate-register.
- 8.2 Die lys moet goedgekeur word deur die Hoof van die Departement wat die oordrag bewerkstellig.
- 8.3 Die ontvangende Departement of Administratiewe eenheid moet bevestig dat die lys bates oorgedra is.

9. VERSEKERING

- 9.1 Die Munisipale Bestuurder moet jaarliks, nadat die risiko in ag geneem is, 'n verslag aan 'n Komitee van die Raad voorlê oor die welke bates verseker moet word.
- 9.2 Die risiko-evaluering moet gegrond wees op 'n moontlike verliesanalise. Professionele bystand moet hiervoor verkry word.
- 9.3 Versekering moet of intern óf ekstern plaasvind, en dekking moet gebaseer word op 'n analise oor die moontlikheid van verlies.
- 9.4 Alle versekeringseise moet geëvalueer word deur die Uitvoerende Komitee of die Raad of 'n beampte belas met die verantwoordelikheid om vas te stel of die skade aan die bate geeis kan word van moontlike derde partye.
- 9.5 Alle versekeringseise moet aangeteken word in die versekeringsregister.
- 9.6 Alle uitstaande versekeringseise moet jaarliks oor verslag gedoen word aan die raad.

10. AFSKRYF VAN BATES

- 10.1 Die Munisipale Raad kan 'n bate afskryf nadat daar oorweging gegee is aan 'n verslag van die Munisipale Bestuurder waarin aangedui word dat die;
- (a) nutstydperk van die bate uitgedien is;
 - (b) bate vernietig is;
 - (c) bate verouderd is;
 - (d) bate verkoop is;
 - (e) redes wat aangevoer is en wat aanleiding gegee het tot die omstandighede soos beskryf in paragrawe (a) tot (d), aanvaarbaar is.

- 10.2 Wanneer 'n bate deur omstandighede buite beheer van die Munisipale Raad beskadig of vernietig is moet die Munisipale Bestuurder vasstel of daar derde partye of munisipale amptenare by die omstandighede betrokke was en of die munisipaliteit enige verhaalsreg ten opsigte van sodanige partye of amptenare het.
- 10.3 'n Bate word afgeskryf teen die bate verkope rekening van die munisipaliteit en teen die waarde soos uiteengesit in die bateregister van die Munisipaliteit. Die waarde word verteenwoordig deur die oorspronklike aankoopprys van die bate minus die opgehoopte waardevermindering wat in die interne finansieringsfonds van die Munisipaliteit geakkumuleer is.
- 10.4 Alle bates wat vir afskrywing geïdentifiseer is moet in terme van paragraaf 11 van die hand gesit word.

11. VERKOOP VAN BATES

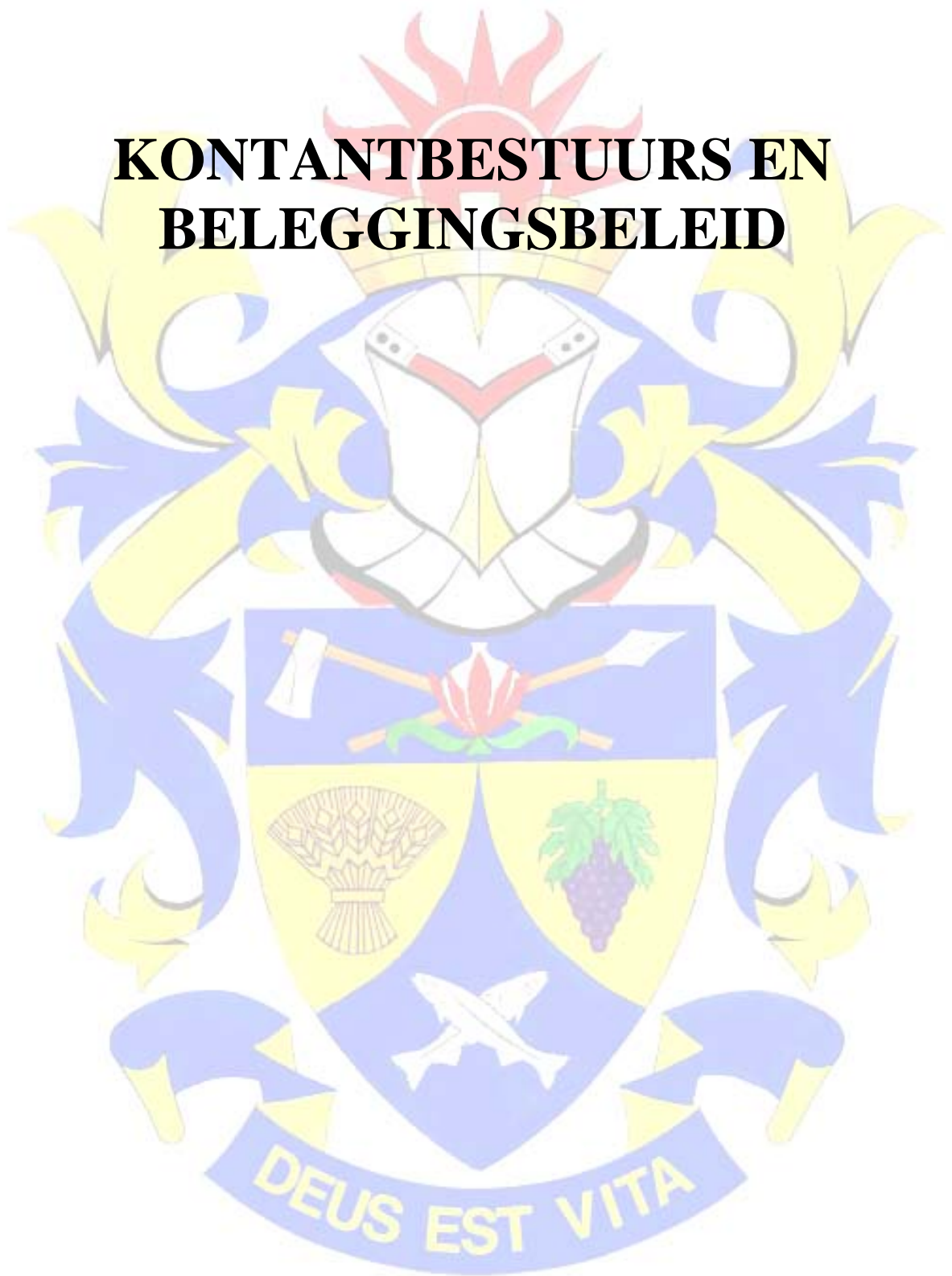
- 11.1 Alle bates wat vir afskrywing geormerk is moet per openbare veiling of tender van die hand gesit word nadat die volgende stappe gedoen is:
- (a) 'n kennisgewing van die munisipaliteit se voornemens om die bates van die hand te sit in die plaaslike koerant verskyn het;
 - (b) die munisipaliteit 'n onafhanklike waardeerder aangestel het om 'n minimum verkoopswaarde te bepaal;
 - (c) in die geval van 'n openbare veiling die munisipaliteit 'n onafhanklike afslaer aangestel het om die veiling te behartig;
 - (d) in die geval van 'n tender die nodige tender prosedures van die munisipaliteit nagekom is;

12. KORT TITEL

Hierdie beleid sal bekend staan as die Batebestuursbeleid van die Bergrivier Munisipaliteit.

BERGRIVIER MUNISIPALITEIT

KONTANTBESTUURS EN BELEGGINGSBELEID



INHOUD

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Weergawe: Konsep

Datum: 24 Februarie 2010

Opsomming: Hierdie dokument beskryf Kontant Bestuur en Beleggings wat van toepassing is op BERGRIVIER Munisipaliteit gedetailleerd.

Handtekening:_____Datum:

Munisipale Bestuurder

Handtekening:_____Datum:

Uitvoerende Burgemeester

1. INLEIDNG

In terme van Artikel 13(2) van die Munisipale Finansiële Bestuurswet, 2003 (Wet No. 56 van 2003) (Die Wet), moet die munisipaliteit 'n toepaslike en effektiewe kontant bestuurs-en beleggingsbeleid implementeer. Die beleid moet voldoen aan enige voorgekrewe raamwerk, welke raamwerk uitgereik is deur die Minister van Finansies per Regulasie R 308 van 1 April 2005 soos afgekondig in Staatskoerant 27431 van 1 April 2005.

Die Munisipale Raad het die onderstaande beleid oorweeg en goedgekeur op, as die “Kontant Bestuurs- en Beleggingsbeleid” waaraan alle rolspelers van die Munisipaliteit wat betrokke is by kontant bestuur en beleggings, moet voldoen.

2. RAAMWERK VAN DIE BELEID

Ten einde deeglike en volhoubare bestuur van die kontant hulpbronne van die munisipaliteit te verseker, spreek hierdie beleid alle beginsels en prosesse ingesluit in kontant bestuur en beleggings aan, en sluit in:

- Die doelwitte van die beleid;
- Standaard van sorg;
- Delegasie van bevoegdheid;
- Bestuur en interne kontrole prosedures;
- Kontantvloei begroting;
- Bestuur van Bedryfskapitaal;
- Kwitering en banking van kontant;
- Betalings;
- Kort- en langtermyn skuld en skuld herstrukturering;
- Beleggings etiek, beginsels en praktyke;
- Verslagdoening en monitor van vereistes;
- Prestasie standarde en meting; en
- Hersiening van die beleid.

3. DOELWITTE VAN DIE BELEID

Die doelwitte van die beleid is om optimale prestasie met die laagste moontlike risiko te verseker, deur kontant hulpbronne van die munisipaliteit te bestuur en te belê en om deursigtigheid, rekenpligtigheid en toepaslike lyne van verantwoordelikheid in die proses te verseker.

4. STANDAARD VAN SORG

Elke amptenaar in die kontant bestuur en beleggings proses moet dit so doen

met soveel oordeel en sorg, onder heersende omstandighede, soos 'n persoon van verstandigheid, diskresie en intelligensie sou uitoefen in die bestuur van haar of sy eie aangeleenthede en met sy of haar primêre doel met die waarskynlike veiligheid van sy of haar eie kapitaal, in die tweede geval van sy of haar likiditeits behoeftes en laastens die waarskynlike inkomste daaruit verkry.

Spekulasie mag nie onderneem word in enige van die prosesse nie.

5. DELEGASIE VAN BEVOEGDHEID

Die bestuur van al die kontant hulpbronne van die munisipaliteit is die verantwoordelikheid van die Munisipale Bestuurder wie, vir die behoorlike aanwending van die beleid, 'n toepaslike stelsel van delegasie moet ontwikkel wat beide administratiewe en operasionele effektiwiteit sal verseker en van geskikte kontroles en balansering in die bestuur van die kontant hulpbronne sal voorsien.

Die Hoof Finansiële Beamppte, soos skriftelik aangewys deur die Munisipale Bestuurder, moet die Munisipale Bestuurder adviseer oor die uitoefening van magte en pligte met betrekking tot die beleid en moet die Munisipale Bestuurder in die administrasie van die kontant hulpbronne, die bankrekeninge en die beleggings rekeninge bystaan. Die Hoof Finansiële Beamppte mag nie die plig om die Munisipale Bestuurder in die administrasie van die munisipaliteit se bank- en beleggings rekeninge by te staan, delegeer nie.

Die delegasie om geld uit die munisipaliteit se bank- of beleggingsrekeninge te onttrek mag slegs gegee word aan die Hoof Finansiële Beamppte of enige ander senior finansiële amptenaar soos bepaal, in skrif, deur die Munisipale Bestuurder en waarvan 'n afskrif, geteken deur die Munisipale Bestuurder, gehou moet word met die amptelike stel delegasies van die munisipaliteit.

Die Munisipale Bestuurder mag nie enige magte of pligte in die administrasie van die munisipaliteit se kontant hulpbronne aan enige politieke struktuur of raadslid delegeer nie en geen raadslid word toegelaat om in te meng of poog om in te meng in die bestuur van die munisipaliteit se kontant hulpbronne nie.

Enige delegasie deur die Munisipale Bestuurder in terme van hierdie beleid:

- Moet op skrif wees
- Is onderhewig aan enige beperkinge en voorwaardes soos die Munisipale Bestuurder mag voorskryf
- Mag òf aan 'n spesifieke individu of aan die houer van 'n spesifieke pos in die munisipaliteit wees en mag nie aan 'n komitee van amptenare wees nie.
- Mag nie die Munisipale Bestuurder ontnem van die verantwoordelikheid met betrekking tot die uitoefening van die gedelegeerde magte of die prestasie van die gedelegeerde plig nie.

Die Munisipale Bestuurder mag enige besluit wat geneem is as gevolg van 'n delegasie of sub-delegasie in terme van hierdie beleid bevestig, wysig of herroep, maar geen so 'n wysiging of herroeping van 'n besluit mag afbreek doen aan enige

regte wat sou voortspruit as gevolg van die besluit nie.

Vir die aanwending van hierdie beleid sal enige verwysing na “Munisipale Bestuurder” ook beteken “enige ander persoon wat waarneem onder ‘n gedelegeerde mag of ‘n funksie uitoefen soos gedelegeer deur die Munisipale Bestuurder” in terme van paragraaf 5.

6. BESTUUR EN INTERNE KONTROLE PROSEDURES

Die Munisipale Bestuurder, bygestaan deur die Hoof Finansiële Beampte, moet alle redelike stappe neem om te verseker:

- Dat die munisipaliteit ‘n bestuurs-, rekeningkundige- en inligtingstelsel het en onderhou wat van alle bank- en beleggingsrekeninge, kwitering-, onttrekkings-, kontantbestuurs- en beleggingstransaksies rekenskap gee.
- Dat, in die geval van beleggings, sulke beleggings waardeer word in ooreenstemming met algemene aanvaarde rekeningkundige praktyk
- Dat, in die geval van beleggings, inkomste verskuldig op ‘n maandelikse basis bereken word
- Dat die munisipaliteit ‘n stelsel van interne kontrole oor die bank en beleggings rekeninge, kwitering, onttrekkings, kontant bestuur en beleggings transaksies in plek het en handhaaf.

Die Interne Oudit afdeling moet die Munisipale Bestuurder adviseer asook evalueer en verslag doen oor nakoming van die bogenoemde, op ten minste ‘n jaarlikse basis.

7. KONTANT BESTUUR

Administrasie van bankrekeninge

Die Munisipale Bestuurder is verantwoordelik vir die administrasie van die munisipaliteit se bankrekeninge, ingesluit die opening van die bankrekeninge, die aanwysing van die primêre bankrekening en alle bank- en onttrekkingsprosedures. Die bank rekening mag slegs beheer word in ooreenstemming met enige oudit voorskrifte asook enige wetlike vereistes soos voorgeskryf in die Wet op Plaaslike Regering: Munisipale Finansiële Bestuur, 2003 en in die besonder Hoofstuk 3 van die Wet asook Artikel 64 van die Wet.

Die Munisipale Bestuurder mag die pligte, gekoppel aan die administrasie van die bankrekeninge, soos per paragraaf 5 van hierdie beleid deleger.

Bestuur van Kwitering

Die Munisipale Bestuurder is verantwoordelik vir die administrasie van alle kwitering prosedures en moet alle redelike stappe neem om te verseker dat kwitering bestuur word in ooreenstemming met enige oudit voorskrifte asook enige wetlike vereistes soos voorgeskryf in die Wet op Plaaslike Regering: Munisipale Finansiële Bestuur, 2003 en in besonder Artikel 64 van die Wet.

Die Munisipale Bestuurder mag die pligte, gekoppel aan kwitering, soos per paragraaf 5 van hierdie beleid delegeer.

Bestuur van Uitgawes

Die Munisipale Bestuurder is verantwoordelik vir die administrasie van alle uitgawe prosedures en moet alle redelike stappe neem om te verseker dat uitgawes beheer word in ooreenstemming met enige oudit voorskrifte asook enige wetlike vereistes ingesluit soos voorgeskryf in die Wet op Plaaslike Regering: Munisipale Finansiële Bestuur, 2003 en in besonder Artikel 65 van die Wet.

Die Munisipale Bestuurder mag die pligte, gekoppel aan uitgawes, soos per paragraaf 5 van hierdie beleid delegeer.

Onttrekkings

Die Munisipale Bestuurder is verantwoordelik vir die administrasie van alle onttrekkings prosedures en moet alle redelike stappe neem om te verseker dat onttrekkings beheer word in ooreenstemming met enige oudit voorskrifte asook enige wetlike vereistes ingesluit soos voorgeskryf in die Wet op Plaaslike Regering: Munisipale Finansiële Bestuur, 2003 en in besonder Artikel 11 van die Wet.

Die Munisipale Bestuurder mag die pligte, gekoppel aan onttrekkings, soos per paragraaf 5 van hierdie beleid delegeer.

Bestuur van skuld

Ten einde voldoende kontantvloei te verseker, mag die munisipaliteit kort of langtermyn skuld aangaan, op voorwaarde dat die Raad alle skuld ooreenkomste goedkeur, die Burgemeester en die Munisipale Bestuurder die besluit ten opsigte van die goedkeuring van die skuld ooreenkoms onderteken .

Die munisipaliteit word, in terme van Artikel 46(5) van die Wet op Plaaslike Regering: Munisipale Finansiële Bestuur, 2003, toegelaat om lantermyn skuld te herfinansier met die doel om te spaar op koste van skuld. Die Munisipale Bestuurder moet, vir hierdie doel, ten minste jaarliks en as deel van die begrotingsproses evalueer en verslag doen aan die Raad oor die koste van bestaande skuld en of die herfinansiering van sodanige skuld tot voordeel vir die munisipaliteit sal wees. As deel van die evaluasie moet die Munisipale Bestuurder die tipes terugbetalings bepaal en of eenmalige betalings aan die einde van die skuld periode en die redelike bepaalde netto koste daarvan nie meer voordelig vir die Raad sal wees nie indien die terugbetalings belê word in delgingsfondse en die redelike voorgenome opbrengs op die beleggings in berekening gebring word.

Die Munisipale Bestuurder is verantwoordelik vir die administrasie van alle skuld prosedures en moet alle redelike stappe neem om te verseker dat skuld beheer word in ooreenstemming met enige oudit voorskrifte asook enige wetlike vereistes ingesluit soos voorgeskryf in die Wet op Plaaslike Regering: Munisipale Finansiële

Bestuur, 2003 en in besonder Hoofstuk 6 van die Wet.

Die Munisipale Bestuurder mag die pligte, gekoppel aan skuld, soos per paragraaf 5 van hierdie beleid delegeer.

Kontantvloei Begroting

Ten einde te verseker dat die munisipaliteit voldoende kontant beskikbaar het om te voldoen aan die munisipaliteit se verpligtinge aan sy leners, krediteure, statutêre betalings en enige ander verpligtinge is dit noodsaaklik om jaarliks, as deel van die begrotingsdokumentasie, 'n kontantvloei raming vir die begrotingsjaar opgedeel per inkomstebron, per maand, op te stel en aan die Raad voor te lê.

Bestuur van Bedryfskapitaal

Die Munisipale Bestuurder moet alle redelike stappe neem om te verseker dat die munisipaliteit maksimum prestasie behaal op sy bates en vir hierdie doel moet die bedryfskapitaal van die munisipaliteit so ver moontlik bestuur word tot die maksimum voordeel van die munisipaliteit.

'n Aanvaarbare vlak vir die Bedryfskapitaal Reserwe is 2:1 of beter en die Munisipale Bestuurder moet alle redelike stappe neem om te verseker dat die vlak gehandhaaf word. Met die berekening van hierdie vlak, moet uitstaande debiteure vir 'n periode van langer as 90 dae asook enige onbenutte voorwaardelike skenkings en toewysings afgetrek word vanaf die bedryfsbates en verpligtinge en voorraad moet in berekening gebring word teen die laagste van koste en netto realiseerbare waarde.

Die oefening om te voorsien vir 'n voldoende vlak van bedryfskapitaal moet as deel van die begrotings proses gedoen word ten einde ooreenstemmend te begroot. Voorraad vlakke vir eie gebruik, moet so laag as moontlik gehou word, krediteure moet binne 30 dae vanaf datum van ontvangs van faktuur of rekeningstaat, watter een ookal die laatste is of van toepassing is maar so laat as moontlik betaal word maar met inagneming van moontlike afslag en alle stappe, ooreenstemmend met die Raad se Kredietbeheer- en Skuldinvorderings Beleid, moet geneem word om gelde verskuldig aan die munisipaliteit te verhaal.

Die Munisipale Bestuurder moet, as deel van die maandelikse verslagdoening aan die Burgemeester binne 10 werksdae na die einde van elke maand, verslag doen oor:

- Die gekombineerde netto balans van die bank- en beleggingsrekeninge van die munisipaliteit, uitgesluit uit enige balanse van onbenutte voorwaardelike skenkings, trust gelde gehou ooreenkomstig enige trust aktes, delgingsfonds beleggings gemaak ooreenkomstig enige lenings- of ander ooreenkoms met beleggers/leners, ander voorwaardelike fondse waarvoor gelde ontvang is ooreenkomstig Artikel 12 van die Wet, Skuld Waarborg Reserwe Fondse en ander kontant- gerugsteunde fondse waarvoor magtiging vir spandering verkry moet word vanaf ander persone of sfere van die Regering.

- Of die bogenoemde netto balans voldoende is om 'n betaling van ten minste 2% van die bedryfsbegroting van die munisipaliteit te kan maak.
- Of alle verpligtinge en rekeninge reeds betaal is of betyds betaal kan word vanuit die bogenoemde netto balans en netto realiseerbare rekeninge ontvangbaar.
- Of daar 'n netto uitvloeï van kontant is wat nie in ooreenstemming met die kontantvloeï begroting is nie.
- Of al die bogenoemde 'n finansiële implikasie kan veroorsaak waarop die Burgemeester moet reageer ooreenkomstig die bepalings van die Wet.

Die Burgemeester moet, binne 30 dae vanaf die einde van elke kwartaal, aan die Munisipale Raad verslag doen oor die bogenoemde en indien enige finansiële probleem identifiseer word, moet die raad onmiddelik in kennis gestel word en ooreenkomstig die voorsienings van die Wet opgetree word.

8. BELEGGINGS

Bestuur van beleggings

Die Munisipale Bestuurder is verantwoordelik vir die administrasie van alle beleggings prosedures en moet alle redelike stappe neem om te verseker dat beleggings beheer word in ooreenstemming met enige oudit voorskrifte asook enige wetlike vereistes ingesluit soos voorgeskryf in die Wet op Plaaslike Regering: Munisipale Finansiële Bestuur, 2003 en in besonder Artikel 13 van die Wet.

Die Munisipale Bestuurder mag die pligte, gekoppel aan beleggings, soos per paragraaf 5 van hierdie beleid deleger.

Ten einde te verseker dat die Munisipale Bestuurder, of enige gedelegeerde persoon in terme van paragraaf 5, voldoen aan hierdie beleid in terme van beleggings en om die munisipaliteit verder te kapasiteer, mag die Munisipale Bestuurder 'n Beleggings Bestuurder inkontrakteer wie 'n natuurlike persoon of 'n wetlike entiteit is wat as 'n portefeulje bestuurder geregistreer is in terme van die Finansiële Markte Bestuurs Wet (Wet No. 55 van 1989) en Aandeel Verwisseling Beheer Wet (Wet No. 1 van 1985). Die Beleggings Bestuurder moet die Munisipale Bestuurder of gedelegeerde amptenare adviseer oor beleggings en mag beleggings bestuur namens die munisipaliteit, onderhewig aan enige voorwaardes en kontroles soos deur die Munisipale Bestuurder bepaal.

Belegging Etiek

Alle amptenare betrokke by die beleggingsbestuursproses moet optree met getrouheid, eerlikheid, integriteit en in die beste belang van die munisipaliteit en moet daarna streef, binne die sfeer van invloed van die amptenare, om enige benadeling van beleggings van die munisipaliteit te voorkom.

Geen amptenare betrokke by die beleggingsbestuursproses mag sy of haar posisie of

voorregte gebruik as, of vertroulike inligting verkry as, amptenare in die proses vir persoonlike voordeel of om onregmatige bevoordeling aan 'n ander persoon nie.

Geen persoon wat gekontrakteer is deur die munisipaliteit vir die doel van beleggings of geen persoon wat kwotasies voorlê, bie of enige ander middel van mededingende voorlegging maak mag, of direk of deur 'n verteenwoordiger of tussenpersoon/skakel 'n belofte, aanbod of skenking maak van enige vergoeding, geskenk bo R 350, borg, lening, beurs, guns of gasvryheid nie aan -

- Enige amptenaar, eggenoot/te of nabye familielid van sodanige amptenaar of eggenoot/te;
- Enige raadslid, eggenoot/te of nabye familielid van sodanige raadslid of eggenoot/te.

Die Munisipale Bestuurder moet so gou doenlik aan die Burgemeester sowel as die Nasionale Tesourie enige beweerde oortreding van die bogenoemde rapporteer en mag ook aanbevelings maak of die beweerde oortredende party gelys moet word op die Nasionale Tesourie se databasis van persone wat verbied word om enige besigheid met die publieke sektor te doen. Enige so 'n verslag deur die Munisipale Bestuurder moet volledige besonderhede van die beweerde oortreding en 'n skriftelike antwoord vanaf die beweerde oortredende party, asook 'n bewys dat die beweerde oortredende party die aantuigings in skrif ontvang het en ten minste 7 (sewe) werksdae gegun is om te reageer op die aantuigings, bevat.

Enige borg wat belowe, geoffer of toegeken is aan die munisipaliteit moet onmiddelik aan die Nasionale Tesourie openbaar gemaak word.

Beleggings Doelwitte

8.3.1 Doelwit 1- Sekuriteit

Die eerste en vernaamste doelwit vir beleggings is die bewaring en veiligheid van die hoofsaaklike belê. Dit is 'n vereiste van hierdie munisipaliteit dat beleggings slegs by instellings, wat 'n kredietwaardigheidsgradering van A 1 en beter het, belê. Enige belegging gemaak moet onmiddelik onttrek word indien 'n instituut se kredietwaardigheidsgradering onder die vlak van A 1 daal.

8.3.2 Doelwit 2 - Likiditeit

Die kontantvloei begroting moet gebruik word as 'n instrument vir die bepaling van likiditeits behoeftes. Ander faktore soos die betalings lopies van krediteure, datums van salarisse en statutêre betalings en datums vir skuld terugbetalings moet ook in berekening gebring word om kontant vereistes te verseker, en gevolglik beleggings periodes vas te stel, wat tot so 'n mate bereken word dat maksimum opbrengs op surplus kontant verkry kan word.

8.3.3 Doelwit 3 - Opbrengs

Dit is noodsaaklik om te verseker dat optimale opbrengs op die munisipaliteit se

beleggings verkry word, maar 'n hoër opbrengs moet nooit die risiko van die behoud en veiligheid van die hoofsom belê of die nie-nakoming van kontantvloei vereistes verhoog nie. Waar 'n instelling 'n skielike verhoging bo die gemiddelde markkoerse vir beleggings aanbied, moet die Munisipale Bestuurder bepaal of die instelling onder likiditeits- of ander finansiële probleme ondervind, en in sodanige geval die beleggings by so instelling so gou doenlik onttrek.

8.5 Gemagtigde Beleggings

Beleggings moet gestruktureer word volgens die beste opbrengs beskikbaar en die likiditeits behoeftes van die munisipaliteit. Dit kan Opvraagbare Depositos, of Vaste Termyn Depositos wees.

8.6 Gekwalifiseerde Instellings

Dit is van kardinale belang dat die beleggings slegs by kredietwaardige instellings, met 'n kredietgradering van A 1 en beter, gemaak word.

Die volgende beleggings word toegelaat:

- Sekuriteite uitgereik deur die Nasionale Regering
- Gelyste korporatiewe verbande met 'n beleggings gradering van 'n nasionale of internasionale erkende krediet graderings agent
- Depositos by banke wat geregistreer is in terme van die Bankwet, 1990 (Wet 94 van 1990)
- Depositos met die Openbare Beleggingskommissarisse soos beoog deur die Wet op die Openbare Beleggingskommissarisse, 1984 (Wet 45 van 1984)
- Depositos by die Korporasie vir Openbare Depositos soos beoog deur die Wet op die Korporasie vir Openbare Depositos, 1984 (Wet 46 van 1984)
- Bankiers se akseptifikate of verhandelbare sertifikate van deposito van banke geregistreer in terme van die Bankwet, 1990 (Wet 94 of 1990)
- Gewaarborgde begiftigings polisse met die doel om 'n delgingsfonds te vestig
- Terugkoop ooreenkomste met banke geregistreer in terme van die Bankwet, 1990 (Wet 94 van 1990)
- Munisipale effekte uitgereik deur die munisipaliteit
- Enige ander soos deur die Minister van Finansies goedgekeur

8.7 Beleggings Diversifikasie

Sonder om die Munisipale Bestuurder te beperk tot enige spesifieke bedrag of persentasie van beleggings, word dit hiermee gevestig dat beleggings gemaak deur die munisipaliteit verdeel moet word sover moontlik tussen verskillende instellings, verval datums en tipes, maar niks verhoed die Munisipale Bestuurder om meer kontant by een instelling as by 'n ander instelling te belê nie maar met deeglike inagneming van die standaard van sorg en doelwitte soos in die beleid uiteengesit.

8.8 Kompetierende seleksie van aanbiedinge

Met die vasstelling waar beleggings gemaak moet word, moet ten minste 3 (drie) geskrewe kwotasies verkry word deur die Munisipale Bestuurder vanaf enige van die instellings gelys in paragraaf 8.6 hierbo. Die Munisipale Bestuurder mag nie rentekoerse aan ander instellings openbaar maak gedurende die kwoterings proses nie. Indien Beleggings Bestuurders gebruik maak van tesouriekantore met die doel om kwotasies te verkry, moet die kwotasies, met 'n geskrewe rede waarom 'n spesifieke instelling gekies was indien die opbrengs laer is as by 'n ander instelling, aan die Munisipale Bestuurder gerig word, wie die redes moet evalueer en sodanige instruksies uitreik wat noodsaaklik geag word.

8.9 Kommissie of Koste

Geen kommissie vir beleggings gemaak of verwys is betaalbaar aan 'n amptenaar of raadslid, of eggenoot/te, besigheids vennoot of nabye familielid van 'n amptenaar of raadslid deur 'n instelling of beleggings bestuurder nie.

Enige kommissie, ander vergoeding of koste betaal aan 'n beleggings bestuurder deur 'n instelling moet verklaar word aan die munisipaliteit deur die instelling en Beleggings

Bestuurder deur middel van sertifikate. Enige kwotasie aan die munisipaliteit gegee deur 'n instelling of Beleggings Bestuurder moet netto van koste, belonings of kommissie wees, maar moet ook kommissie, belonings of koste aandui wat ten opsigte van die beleggings betaal sal word.

8.10 Prestasie

Die Munisipale Bestuurder moet jaarliks meet en rapporteer aan die Raad oor die prestasie van sy:

- Beleggings in terme van die gestipuleerde doelwitte van hierdie beleid
- Beleggings Bestuurders in terme van die gestipuleerde doelwitte van hierdie beleid

8.11 Verbode Aktiwiteite

- Geen beleggings mag gemaak word anders as in die naam van die munisipaliteit nie
- Geld mag nie geleen word vir die doel van beleggings nie
- Geen persoon, insluitend amptenare en raadslede, mag inmeng of poog om in te meng in die bestuur van beleggings toevertrou aan die Munisipale Bestuurder of persone gedelegeer deur die Munisipale Bestuurder nie, ingesluit met die Beleggings Bestuurders.
- Geen beleggings mag gemaak word anders as gedenomineer in Rand nie, en wat nie gekoppel is, of geaffekteer word, deur enige wisseling in die waarde van die Rand teenoor enige buitelandse betaalmiddel nie.

8.12 Verslagdoening

Die Munisipale Bestuurder moet, addisioneel tot die verslagdoening in paragraaf 7.7 hierbo, binne 10 werksdae na die einde van elke maand 'n verslag by die Burgemeester indien wat in besonderhede die beleggings portefeulje van die munisipaliteit soos aan die einde van die vorige maand, weergee.

Die bogenoemde verslag moet ten minste 'n staat, opgestel in ooreenstemming met algemeen aanvaarde munisipale rekeningkundige beginsels, soos aangepas van tyd tot tyd bevat, wat die onderstaande weergee:

- Begin mark waarde van elke belegging vir die maand
- Toevoegings en veranderings aan die beleggingsportefeulje vir die maand
- Eind markwaarde van elke belegging vir die maand
- Volle opgelope rente/opbrengs vir die maand insluitend rente/opbrengs gekapitaliseer of uitbetaal

Die Munisipale Bestuurder, met die maak van beleggings, moet die betrokke instellings herinner aan die instelling se wetlike verslagdoeningsverantwoordelikheid in terme van Artikel 13 (3) en 13 (4) van die Wet op Plaaslike Regering: Munisipale Finansiële Bestuur, 2003 en moet 'n sertifikaat vanaf die instelling verkry dat die instelling sal voldoen aan die Wet. 'n Enkele sertifikaat per instelling vir enige huidige en toekomstige beleggings mag verkry word en moet op die munisipaliteit se beleggingsleër geliaser word.

9. HERSIENING VAN DIE BELEID

Hierdie Kontant Bestuurs- en Beleggings Beleid is die enigste beleid wat heers oor kontant bestuur en beleggings in die munisipaliteit. Enige hersiening van hierdie beleid moet deur die Munisipale Raad goedgekeur word.

Die Burgemeester moet enige voorgestelde veranderinge aan hierdie beleid aan die Raad voorlê as deel van die jaarlikse hersiening van beleide met die begrotings proses.

Wanneer ookal die Minister van Finansies of die Nasionale Tesourie of die OuditeurGeneraal enige veranderinge aan die beleid vereis deur middel van wetgewing of versoeke moet dit so gou doenlik hersien word ooreenkomstig sulke vereistes, wat die volle besonderhede van die redes vir die hersiening verskaf.

BERGRIVIER MUNISIPALITEIT

KREDIETBEHEER & SKULDINVORDERINGSBELEID



INHOUDSOPGAWE

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INLEIDING

Ingevolge artikel 96 van die Wet op Plaaslike Regering: Munisipale Stelsels, 2000 moet ‘n Munisipaliteit –

- alle gelde invorder wat aan hom verskuldig en betaalbaar is, behoudens die bepalinge van die Wet en enige ander toepaslike wetgewing; en
- vir dié doel, ‘n kredietbeheer- en skuldinvorderingsbeleid aanneem, in stand hou en implementeer wat nie strydig is nie met sy eiendomsbelastingbeleid en sy tariefbeleid en wat aan die bepalinge van die Wet voldoen.

Ten einde uitvoering te gee aan die voorafgaande bepalinge van die Wet het die raad van die Munisipaliteit Bergrivier ‘n kredietbeheer- en skuldinvorderingsbeleid, soos hierna uiteengesit, aanvaar.

HOOFSTUK 1

WOORDOMSKRYWING

1. Vir die doeleindes van hierdie beleidsdokument het enige woord of uitdrukking waaraan ‘n bepaalde betekenis geheg is in die Wet, dieselfde betekenis, tensy uit die samehang anders blyk, en beteken –

“agterstallige bedrae” enige bedrag verskuldig en betaalbaar aan die Munisipaliteit wat nie voor of op die datum van betaling betaal is nie;

“Direkteur: Finansiële Dienste” ‘n persoon wat deur die raad in dié hoedanigheid aangestel is om die raad se finansies te administreer en sluit enige persoon in –

- (1) wat in sodanige pos waarneem;
- (2) aan wie die Direkteur: Finansiële Dienste ‘n bevoegdheid, funksie of verpligting gedelegeer het ten opsigte van sodanige gedelegeerde bevoegdheid, funksie of verpligting;

“datum van betaling” soos omskryf in paragraaf 5 hiervan ten opsigte van die onderskeie gelde, tariewe en belasting betaalbaar aan die Munisipaliteit;

“eienaar” met betrekking tot onroerende goed—

- (1) die persoon by wie die regstitel daarvan berus;
- (2) in die geval waar die persoon by wie die regstitel daarvan berus, insolvent of oorlede is, of aan enige vorm van wetlike diskwalifikasie onderhewig is, dié persoon in wie die administrasie of beheer van sodanige onroerende goed berus as kurator, trustee, eksekuteur, administrateur, geregtelike bestuurder, likwidateur of enige ander wetlike verteenwoordiger;

- (3) in enige geval waar die raad nie in staat is om die identiteit van so 'n persoon te bepaal nie, 'n persoon wat geregtig is op die voordelige gebruik van sodanige onroerende goed;
- (4) in die geval van onroerende goed waarvoor 'n huurooreenkoms van 30 jaar of langer aangegaan is, die huurder daarvan;
- (5) met betrekking tot –
 - (i) 'n gedeelte grond afgebaken op 'n deeltitelplan en wat geregistreer is ingevolge die Wet op Deeltitels, 1986 (Wet No. 95 van 1986), die ontwikkelaar of die bestuursliggaam ten opsigte van die gemeenskaplike eiendom;
 - (ii) 'n gedeelte grond soos gedefinieer in dié Wet, die persoon in wie se naam dié gedeelte geregistreer is ingevolge 'n deeltitelakte, insluitende die wettige aangestelde verteenwoordiger van sodanige persoon;
- (6) enige regspersoon insluitende, maar nie beperk tot:
 - (i) 'n maatskappy geregistreer ingevolge die Wet op Maatskappye, 1973 (Wet No 61 van 1973), 'n trust *inter vivos*, trust *mortis causa*, 'n beslote korporasie geregistreer ingevolge die Wet op Beslote Korporasies, 1984 (Wet No 69 van 1984), en 'n vrywillige assosiasie;
 - (ii) enige staatsdepartement;
 - (iii) enige raad of bestuursliggaam ingestel ingevolge enige wetgewing van toepassing in die Republiek van Suid-Afrika; en
 - (iv) enige ambassade of ander buitelandse entiteit;

“hulpbehoewende huishouding” 'n huishouding wat as sulks by die Munisipaliteit geregistreer is en wat –

- (1) aan die kwalifikasie vereistes soos bepaal in paragraaf 20 hiervan, voldoen;
en
- (2) 'n perseel binne die regsgebied van die Munisipaliteit okkupeer;

“Munisipale Bestuurder” die persoon wat deur die raad in dié hoedanigheid aangestel is ingevolge artikel 82 van die Wet op Plaaslike Regering: Munisipale Strukture No 117 van 1998 en sluit enige persoon in –

- (1) wat in sodanige pos waarneem;
- (2) aan wie die Munisipale Bestuurder 'n bevoegdheid, funksie of verpligting gedelegeer het ten opsigte van sodanige gedelegeerde bevoegdheid, funksie of verpligting;

“munisipale dienste” die voorsiening van water, die voorsiening van elektrisiteit, die verwydering van huisvuil, die wegdoen van rioolvuil of enige een of kombinasie van dié dienste;

“Munisipaliteit” die Munisipaliteit Bergrivier

“perseel” enige gedeelte grond, geleë binne die regsgebied van die munisipaliteit, waarvan die buite grense afgebaken is op:

- (1) ‘n algemene plan of diagram wat geregistreer is ingevolge die Opmetingswet, 1927 (Wet no 9 van 1927) of die Registrasie van Aktes Wet, 1937 (Wet no 47 van 1937) of;
- (2) ‘n deeltitelplan geregistreer ingevolge die Wet op Deeltitels, 1986 (Wet no 95 van 1986);

“raad” die munisipale raad van die Munisipaliteit Bergrivier

“rekening” sluit in-

- (1) heffings, bobelasting of dienstegelde ten opsigte van die volgende dienste:
elektrisiteitsverbruik;
waterverbruik;
vullisverwydering;
riool dienste;
- (2) eiendomsbelasting;
- (3) huurgeld;
- (4) lenings paaielemente;
- (5) rente op agterstallige bedrae;
- (6) enige ander heffings en gelde wat regtens aan die Munisipaliteit verskuldig is;

en het **die “munisipale rekening”** ‘n ooreenstemmende betekenis;

“standaard rentekoers” ‘n rentekoers wat een persent hoër is as die rentekoers wat die Munisipaliteit aan sy bank moet betaal ten opsigte van ‘n oortrekking;

“Wet” die Wet op Plaaslike Regering: Munisipale Stelsels, 2000 (Wet 32 van 2000) soos van tyd tot tyd gewysig;

HOOFSTUK 2

KLANTESORG EN – BESTUUR

2.1 KOMMUNIKASIE EN DIE OORDRA VAN INLIGTING

2.1.1 Ten einde uitvoering aan die bepalings van artikel 95(a), (b) en (c) van die Wet te gee, sal die Munisipaliteit alles binne sy vermoë doen om –

- ‘n klantesorgforum daar te stel waar verteenwoordigers van die gemeenskap en lede van die raad mekaar kan ontmoet;
- wyksvergaderings te hou waar verteenwoordigers van die Munisipaliteit en ander diensverskaffers met wykslede en hul wyksraadslid kan beraadslaag;
- sorg te dra dat gebruikers van munisipale dienste en/of enige ander diens, belastingbetalers en inwoners in die algemeen, behoorlik ingelig word met betrekking tot dienslewering en in besonder die koste van verskaffing van dienste.

Om dié oogmerke te bereik -

- sal daar, onder meer, gedurende die begrotingsproses openbare vergaderings belê word waarby politieke partye, belastingbetalers- en inwonersverenigings, gemeenskapsorganisasies, sakekamers, die publiek in die algemeen en enige ander belanghebbende partye betrek sal word en waartydens begrotingsprioriteite, -beginsels en –raamwerke ontleed en bespreek sal word;
- sal daar van tyd tot tyd behoefte-identifisering werkswinkels in wyke gehou word met die doel om-
 - (1) die behoeftes in die wyke wat wettiglik die verantwoordelikheid van die Munisipaliteit is, te identifiseer;
 - (2) die gemeenskap by die prioritisering van sodanige behoeftes te betrek;
 - (3) die gemeenskap te betrek by die Munisipaliteit se beplanning van projekte en wat die Munisipaliteit doen en wat ander regeringsvlakke doen; en
 - (4) gemeenskappe in te lig wat die vlakke van betaling en nie-betaling in so ‘n wyk is ten opsigte van Munisipale dienste, belastings en ander gelde verskuldig aan die Munisipaliteit en om strategieë in dié verband te bepaal.
- sal daar nadat die konsepbegroting opgestel is, verdere openbare vergaderings gehou word om die implementering van tariewe en die wyse waarop die begroting aangewend sal word, bespreek word;
- sal wyksraadslede aangemoedig word om gereelde wyksvergaderings te hou waar, onder meer, in besonder aandag verleen sal word aan klantesorg- en skuld-kwessies.

2.1.2 Ander metodes van kommunikasie sal insluit-

- die gebruik van munisipale rekeninge as 'n hoogs effektiewe metode van kommunikasie om allerhande soort inligting oor te dra;
- die verspreiding van 'n kwartaallikse nuusbrieff waarin prominensie verleen sal word aan klantesorg- en skuldkwessies;
- aanmoediging van die openbare pers om prominensie te verleen aan die Munisipaliteit se klantesorg- en skuldkwessies en om die pers aan te moedig om raadsvergaderings by te woon waar hierdie kwessies bespreek word.
- Elektroniese diens kan gebruik word om inligting aan verbruikers deur te gee

2.2 METING VAN MUNISIPALE DIENSTE

- 2.2.1 Die Munisipaliteit sal op 'n deurlopende grondslag sorg dat elektriese energie en water wat aan verbruikers voorsien word, deur middel van akkurate en verifieerbare metingstelsels gemeet word soos en wanneer hierdie dienste gelewer word.
- 2.2.2 Meters sal sover as wat moontlik is, met tussenposes van een maand gelees word.
- 2.2.3 Indien 'n perseel waarop metertoerusting geïnstalleer is, gesluit is, of vir welke rede ook al ontoeganklik is vir die beambte wat verantwoordelik daarvoor is om die meters te lees, sal die Munisipaliteit geregtig wees om 'n rekening gebaseer op die geskatte gebruik, soos deur die Direkteur: Finansiële Dienste geskat, aan die verbruiker te lewer.
- 2.2.4 Waar 'n meter geïnstalleer is, word beskou dat 'n persoon van die elektriese energie of die hoeveelheid water voorsien is wat deur die meter geregistreer word; met dien verstande dat vir die tydperk wat 'n meter buite werking is, die elektriese energie of die water gelewer aan so 'n persoon bereken sal word op die grondslag van die gemiddelde hoeveelheid wat onafgebroke gelewer is vir die drie maande wat die voormelde tydperk voorafgaan.
- 2.2.5 Waar 'n verbruiker vir 'n geskatte verbruik ooreenkomstig paragraaf 2.2.3 aangeslaan word, moet die verskil tussen werklike verbruik en die geskatte verbruik verreken word sodra 'n gemeterde lesing verkry is.
- 2.2.6 Indien 'n verbruiker verlang dat 'n spesiale meterlesing geneem word, kan so 'n lesing verkry word teen betaling van 'n voorgeskrewe tarief.

2.3 MUNISIPALE REKENINGE

Die Munisipaliteit sal sover as wat dit moontlik is, verseker dat 'n persoon wat aanspreeklik is vir betaling van munisipale dienste en eiendomsbelasting, akkurate rekenings op 'n maandelikse grondslag kry, waarop die volgende besonderhede aangedui word:

- alle bedrae uitstaande en die balanse oorgedra;
- bedrae verskuldig;
- totale bedrag betaalbaar;
- meterlesing.

2.4 NAVRAE, APPÈLLE EN DIENSKLAGTES

- 2.4.1 Indien 'n persoon oortuig is dat sy of haar rekening vir munisipale dienste onakkuraat is, kan hy of sy 'n versoek aan die Munisipaliteit rig om sodanige rekening te hersien.
- 2.4.2 Geldige redes moet aangevoer waarom verbruiker dink rekening is onakkuraat
- 2.4.3 Betaling van toetsfooi vir meter apparaat moet gemaak word alvorens daar enige verdere stappe geneem kan word (Waar die metingsapparaat in twyfel getrek word)
- 2.4.4 In die tussentyd moet die persoon 'n bedrag betaal wat gelyk is aan die gemiddelde verbruik vir die voorafgaande drie maande, waar die geskiedenis van sodanige rekening beskikbaar is. Waar geen sodanige geskiedenis beskikbaar is nie, moet die betrokke persoon 'n geskatte bedrag, soos deur die Direkteur: Finansiële Dienste bepaal, voor die betaaldatum betaal en totdat die aangeleentheid opgelos is.
- 2.4.5 Die betrokke afdeling in die Munisipaliteit moet binne een maand vanaf datum van ontvangs van so 'n versoek, die aangeleentheid ondersoek en die betrokke persoon van die uitslag van so 'n ondersoek verwittig.
- 2.4.6 Versuim om voor of op datum van betaling die bedrag soos by paragraaf 2.4.2 bepaal te vereffen, stel so 'n persoon daaraan bloot dat sy elektrisiteit- en/of watervoorsiening afgesluit sal word.
- 2.4.7 'n Persoon mag appèl aanteken teen die bevinding van die Munisipaliteit waarna in paragraaf 2.4.3 verwys word.
- 2.4.8 'n Appèl ingevolge paragraaf 2.4.3 moet gemaak en aan die Munisipale Bestuurder besorg word binne 21 dae nadat die appellant bewus geword het van die bevinding waarna in paragraaf 2.4.3 verwys word en moet –
- (1) die redes uiteensit vir die appèl, en
 - (2) indien toepaslik die gelde insluit wat deur die Munisipaliteit vasgestel is vir die toets van 'n meettoestel.

2.5 BETAALFASILITEITE

- 2.5.1 Die Munisipaliteit sal strategies geleë toeganklike betaalkantore en kassiers-betaalpunte regoor sy regsgebied voorsien en in stand hou in aggenome die beskikbaarheid van publieke vervoer asook konsentrasie van verbruikers en afstand vanaf naaste betaalpunt en kostes daaraan verbonde.

- 2.5.2 Die Munisipaliteit kan enige alternatiewe metodes van betaling ondersoek en implementeer om betalings meer toeganklik te maak vir die publiek
- 2.5.3 Waar gebruik gemaak word van alternatiewe betaalfasiliteite, rus die onus op die persoon wat van sodanige fasiliteite gebruik maak om bewys van betaling te lewer en aanvaar die Munisipaliteit nie aanspreeklikheid vir nie-ontvangs van sodanige betalings of vir foutiewe toewysings indien sodanige foutiewe toewysings te wyte is aan die nalate van sodanige persoon.
- 2.5.4 Waar betaling van gelde verskuldig by wyse van 'n direkte deposito op die Munisipaliteit se goedgekeurde bankrekening gedoen word, rus die onus op die skuldenaar om die Munisipaliteit nie later nie as die datum van betaling van sodanige gelde soos beoog by paragraaf 5 hiervan skriftelik of per faksimilee van sodanige deposito te verwittig.

2.6 TOEWYSING VAN INKOMSTE

Ooreenkomstig artikel 102 van die Wet mag 'n Munisipaliteit-

- enige afsonderlike rekenings van persone wat vir betalings aan die Munisipaliteit aanspreeklik is, konsolideer; en
- 'n betaling deur so 'n persoon krediteer teen enige rekening van daardie persoon.

Betalings wat deur die Munisipaliteit ontvang word, sal derhalwe in die volgende orde van voorkeur toegewys word:-

- (1) rente op agterstallige bedrae;
- (2) betalings wat ingevolge 'n ooreenkoms aan die Munisipaliteit in maandelikse paaielemente afbetaal word;
- (3) rioolgelde;
- (4) huurgelde ten opsigte van behuising en ander hure ;
- (5) leningterugbetalings;
- (6) diverse gelde en heffings;
- (7) vullisverwyderingsgelde;
- (8) water;
- (9) elektrisiteit;
- (10) beskikbaarheidsgelde;
- (11) eiendomsbelasting.

HOOFSTUK 3

KREDIETBEHEER- EN SKULDINVORDERINGSMAATREËLS

3. AANSOEK VIR MUNISIPALE DIENSTE

- 3.1 Niemand sal geregtig wees op toegang tot Munisipale dienste of mag Munisipale dienste gebruik of daarvan gebruik maak nie, tensy aansoek op 'n voorgeskrewe vorm, hierby aangeheg as Bylae A, gedoen is en die Munisipaliteit sodanige aansoek goedgekeur het nie.
- 3.2 Indien munisipale dienste, by die inwerkingstelling van hierdie beleid of te enige ander tyd, voorsien word terwyl geen geskrewe ooreenkoms vir die voorsiening daarvan bestaan nie, sal dit geag word dat –
- (1) 'n ooreenkoms ooreenkomstig die bepalings van paragraaf 3.6 wel bestaan; en
 - (2) die standaard of vlak van diens wat aldus gelewer word die standaard of vlak van diens te wees wat die verbruiker of die persoon wat daarvan gebruik maak, verkies;
- tot tyd en wyl die Munisipaliteit en die betrokke persoon 'n ooreenkoms soos beoog by paragraaf 3.1 aangegaan het.
- 3.3 Die Munisipaliteit moet by ontvangs van 'n aansoek vir die voorsiening van munisipale dienste, die betrokke aansoeker in kennis stel van die verskillende vlakke of standaarde van dienste en die toepaslike tariewe en/of gelde betaalbaar ten opsigte van elke vlak van diens.
- 3.4 Die Munisipaliteit sal slegs verplig wees om 'n spesifieke vlak van 'n munisipale diens wat versoek word, te voorsien indien dit reeds in normale loop van sake deur die Munisipaliteit gelewer word en dan slegs indien die Munisipaliteit oor die middele en die kapasiteit beskik om sodanige vlak van 'n diens te voorsien.
- 3.5 'n Persoon mag te enige tyd aansoek doen om die vlak van 'n Munisipale diens, waartoe oorspronklik by ooreenkoms ooreengekom is, te verander, met dien verstande dat die vlak van diens wat versoek word, beskikbaar is en dat die koste en uitgawe verbonde aan die verandering van die vlak van sodanige diens deur die aansoeker betaal word.
- 3.6 Die aansoekvorm waarna in paragraaf 3.1 verwys word, behoorlik voltooi en onderteken deur die aansoeker en die Munisipaliteit se goedkeuring daarvan sal 'n bindende ooreenkoms tussen die Munisipaliteit en sodanige aansoeker uitmaak en sal in werking tree op die datum aangedui op sodanige vorm.
- 3.7 By voltooiing van 'n aansoekvorm vir munisipale dienste, sal die Munisipaliteit seker maak dat die dokument en die proses van interaksie met die eienaar, verbruiker of enige ander persoon wat aldus aansoek doen, deur sodanige persoon verstaan word en

sal hy of sy bewus gemaak word van die opsie om as hulpbehoewende huishouding te registreer.

- 3.8 In die geval van 'n ongeletterde of 'n diensooreenkomstig gestremde persoon, sal die Munisipaliteit die nodige stappe neem om seker te maak dat die persoon bewus is van en die inhoud van 'n aansoekvorm begryp en dat hy of sy bygestaan word met die voltooiing daarvan.

- 3.9 Indien die Munisipaliteit –

- (1) 'n aansoek vir die voorsiening van munisipale dienste of 'n spesifieke diens of vlak van 'n diens, weier;
- (2) nie in 'n posisie is om sodanige munisipale diens of vlak van 'n diens op die datum waarop dit versoek word, te lewer nie;
- (3) nie in 'n posisie is om hoegenaamd sodanige munisipale diens of vlak van 'n diens te lewer nie;

sal die Munisipaliteit binne 'n redelike tyd, die aansoeker verwittig van sodanige weiering of onvermoë om die diens te lewer, die redes daarvoor en indien van toepassing wanneer die Munisipaliteit in 'n posisie sal wees om sodanige munisipale diens of 'n spesifieke diens of vlak van 'n diens, te lewer.

4. AANSPREEKLIKHEID VIR BETALING VAN GELDE VERSKULDIG EN BETAALBAAR AAN DIE MUNISIPALITEIT

- 4.1 Die persoon aanspreeklik vir die betaling van gelde verskuldig en betaalbaar aan die Munisipaliteit sal in die gevalle hierna vermeld, soos volg wees:

- (1) eiendomsbelasting – die eienaar van die perseel waarop dit betrekking het;
- (2) munisipale dienste (ingesluit die wegdoen van riool) – die verbruiker of die persoon aan wie die diens gelewer is, met dien verstande dat indien die eienaar nie die verbruiker of die persoon is aan wie munisipale dienste gelewer is nie en die Munisipaliteit redelike stappe geneem het om bedrae verskuldig deur so 'n verbruiker of persoon te verhaal en sodanige bedrae nie kon verhaal nie, sal die eienaar van sodanige perseel aanspreeklik wees vir betaling van die bedrae verskuldig en betaalbaar deur so 'n verbruiker of persoon aan die Munisipaliteit;
- (3) huurgeld ten opsigte van die verhuring van staatsgefinansierde behuising en ander munisipale eiendom – die persoon met wie die huurooreenkoms aangegaan is en ingeval geen huurooreenkoms aangegaan is nie, die persoon wat aansoek gedoen het om die verhuurde eiendom te huur, of indien geen sodanige persoon geïdentifiseer kan word nie, die hoof van die huishouding wat so 'n perseel okkupeer of enige ander persoon wat verantwoordelikheid aanvaar vir die betaling van huurgeld verskuldig, hetsy so 'n persoon die perseel okkupeer al dan nie;

- (4) terugbetaling van behuisingslenings – die persoon of persone met wie ‘n leningsooreenkoms of skuldakte gesluit is;
- (5) enige ander dienste, die persoon aan wie sodanige dienste gelewer is.

4.2 Waar ‘n maatskappy, trust, beslote korporasie of ‘n bestuursliggaam ingevolge die Wet op Deeltitels, 1986 (Wet No 95 van 1986) –

- die eienaar is van onroerende eiendom en/of;
- die aansoeker ingevolge paragraaf 3.1 is vir die lewering van munisipale dienste en sodanige dienste inderdaad gelewer word of gelewer is;

sal die verpligting van sodanige entiteit vir betaling van eiendomsbelasting op onroerende eiendom en/of enige bedrae verskuldig ten opsigte van munisipale dienste, uitgebrei word na die direkteure, trustees of lede daarvan wie as sulks gesamentlik en afsonderlik aanspreeklik sal wees.

4.3 Waar ‘n rekening nie ten volle vereffen word nie, sal enige mindere bedrag wat aangebied en deur die Munisipaliteit aanvaar word, nie geag word as volle en finale vereffening van sodanige rekening te wees nie, tensy die Munisipale Raad skriftelik die betaling van so ‘n mindere bedrag aanvaar het as volle en finale vereffening van die betrokke rekening. Aansoeke sal op meriete hanteer word.

4.4 Die onus berus by die skuldenaar om ‘n opgawe van sy of haar rekeninge te verkry sodat dit voor of op datum van betaling vereffen kan word.

5. DATUM VAN BETALING VAN GELDE VERSKULDIG

5.1 Eiendomsbelasting word verskuldig en betaalbaar soos uiteengesit in die Raad se Verordening op Eiendomsbelasting asook die Eiendomsbelastingbeleid deur die Raad aanvaar.

5.2 Gelde betaalbaar ten opsigte van munisipale dienste word verskuldig en betaalbaar op die datum wat as sulks aangedui word op die rekening wat elke maand ten opsigte van sodanige dienste gelewer word en moet sodanige betaling gemaak word voor of op die 25ste van elke maand, indien hierdie datum op ‘n naweek of ‘n vakansiedag sou val, die eerste werksdag daarna.

5.3 Betaling van huur- en/of leningspaaielemente verskuldig ten opsigte van staatsgefinansierde behuising en/of ander munisipale eiendom moet gemaak word op die datums en ooreenkomstig die bepalinge vervat in die onderskeie huur- en leningsooreenkomste.

5.4 Betaling van bedrae verskuldig aan die Munisipaliteit anders as eiendomsbelasting, gelde verskuldig ten opsigte van munisipale dienste en huur- en leningspaaielemente, moet gemaak word op die datum **soos** aangedui op die rekening wat aan sodanige skuldenaar ten opsigte van sodanige verskuldigde bedrag gelewer word.

- 5.5 Waar die laaste datum vir betaling van enige gelde verskuldig aan die Munisipaliteit op 'n dag is waarop die kantore van die Munisipaliteit gesluit is, sal die finale datum van betaling van sodanige gelde geag te wees die voorafgaande werksdag.

6. AKSIES GENEEM TE WORD WAAR SKULDENAARS AGTERSTALLIG RAAK OF VERSUIM OM GELDE VERSKULDIG VOOR OF OP DATUM VAN BETALING TE VEREFFEN

6.1 EIENDOMSBELASTING AGTERSTALLIG

- 6.1.1 Rente, ooreenkomstig die bepalinge van paragraaf 7, sal gehef en betaalbaar wees op alle agterstallige bedrae.
- 6.1.2 Indien enige belasting of ander jaargelde onbetaald bly na die datum van betaling soos in paragraaf 5.1 aangedui, word die eienaar in kennis gestel.
- 6.1.3 Indien die eienaar nie reageer op die kennisgewing nie, kan die dienste gestaak word vir die nie-betaling van die eiendomsbelasting.
- 6.1.3 Waar daar geen dienste is om te staak nie, moet die prosesse soos vervat in artikel 24 tot 29 van die Eiendomsbelasting wet, Wet 6 van 2004, ingestel word:

OF

- 6.1.5 Die eienaar kan by die Nasionale Kredietburo gelys as stadige betaler (slow payer) indien die rekening meer as 120 dae uitstaande is.
- 6.1.6 Indien geen resultate na 90 dae van die implementering van 6.1.5 kan die eienaar as swak betaler (black list) gelys word.
- 6.1.7 Indien daar steeds geen resultate verkry word nie, word die uitstaande bedrag oorhandig aan 'n prokureur vir invorderings.

6.2 GELDE EN HEFFINGS AGTERSTALLIG TEN OPSIGTE VAN MUNISIPALE DIENSTE

- 6.2.1 Rente, ooreenkomstig die bepalinge van paragraaf 7, sal gehef en betaalbaar wees op alle agterstallige bedrae.
- 6.2.2 Kan die verbruiker per elektroniese media in kennis gestel dat die rekening onbetaald is.
- 6.2.3 Indien bedrae verskuldig ten opsigte van munisipale dienste, of enige gedeelte daarvan, onbetaal bly na die datum van betaling soos in paragraaf 5.1 aangedui,
- (1) sal die elektrisiteitsvoorsiening na die betrokke perseel afgesluit word, en
 - (2) Kan die konvensionele elektrisiteitsmeter vervang met 'n voorafbetaalde elektrisiteitsmeter.

- (3) Kan die uitstaande bedrae op die voorafbetaalde elektrisiteitstelsel gelaai word. Wanneer die voorafbetaalde elektrisiteit gestaak word, moet die verbruiker die nodige reëlins tref ter afbeting van die uitstaande rekening. Met die tref van hierdie reëling word daar ooreengekom teen watter persentasie van die kragverkope aangewend sal word vir die delging van die uitstaande skuld.
- (4) sal die Direkteur: Finansiële Dienste die diskresie kan uitoefen –

- om die voorsiening van water na die betrokke perseel te beperk deur 'n waterbeheermeganisme op die dienste aansluiting na so 'n perseel te installeer wat nagenoeg 6 kiloliter water per maand sal deurlaat;

of

- om die voorsiening van water te beperk

of

- met inagneming van die betrokke skuldenaar se rekord van betaling, die beperking of afsluiting van die voorsiening van water vir 'n tydperk van nie meer as 14 dae nie, uit te stel.

6.2.4 Indien 'n persoon nie in staat is om agterstallige gelde ten opsigte van munisipale dienste te betaal nie, kan die Munisipaliteit 'n ooreenkoms met sodanige persoon aangaan, ingevolge waarvan so 'n persoon toegelaat word om die agterstallige gelde in maandelikse paaiemente af te betaal,

afbeting van die verskuldigde bedrag binne die volgende riglyne moet geskied.

R0 – R1 000	:	12 maande
R1 001 – R2 000	:	18 maande
R2 001 – R3 000	:	24 maande
R3 001 – R4 000	:	30 maande
R4 001 en meer	:	36 maande

- Met 'n minimum van 20% van die gemiddelde rekening bereken oor 'n tydperk van 6 maande toe verbruik plaasgevind het (*RB 707 9(28/08/2008)*).
- die persoon alle toekomstige rekenings ten opsigte van eiendomsbelasting, munisipale dienste, huurgelde en leningspaaiemente verskuldig aan die Munisipaliteit gereeld op of voor die datum van betaling, vereffen;
- die persoon erken dat rente op enige paaiemente wat nie teen die betaaldatum betaal is nie gehef kan word teen die voorgeskrewe koers en hy of sy instem om dit te betaal;
- die persoon erken dat indien hy of sy te enige tyd in gebreke bly om die bepalings van so 'n ooreenkoms na te kom, so 'n ooreenkoms nietig geag sal word; dat geen verdere onderhandelings met so 'n persoon moontlik sal wees nie en dat

onmiddellik oorgegaan sal word om elektrisiteit- en watervoorsiening aan die betrokke perseel af te sluit of te beperk, waarna geregtelike stappe sal volg.

6.2.5 Indien 'n rekening aan 'n persoon gelewer word waarvan die verskuldigde bedrag ten opsigte van munisipale dienste buitengewoon hoog is en dit te wyte is aan –

- een of ander nalate of versuim aan die kant van die Munisipaliteit; of
- 'n lekkasie van water uit 'n waterpypleiding of afsluitkraan wat op so 'n perseel geïnstalleer is en wat nie deel vorm van die Munisipaliteit se dienste aansluiting nie

en met dien verstande dat so 'n verskuldigde bedrag regtens verskuldig en betaalbaar is deur so 'n persoon, kan die Munisipaliteit in die diskresie van die Direkteur: Finansiële Dienste, 'n ooreenkoms met sodanige persoon aangaan ingevolge waarvan so 'n persoon toegelaat word om die verskuldigde bedrag in maandelikse paaieimente af te betaal, onderworpe aan die voorbehoudsbepalings vervat in paragraaf 6.2.3 en met dien verstande dat waar so 'n hoë rekening te wyte is aan die nalate en/of versuim van die Munisipaliteit, geen rente betaalbaar sal wees ten opsigte van sodanige verskuldigde bedrag nie.

Indien enige gelde verskuldig ten opsigte van munisipale dienste gelewer, **waar die verbruiker intussen die dienste afgesluit het**, en geen ooreenkoms gesluit is vir die afbetaling van die uitstaande bedrae nie, die Direkteur: Finansiële Dienste, onderhewig aan die bepaling van paragraaf 10.3 –

- Die rekening vir gelde aldus verskuldig aan 'n skuldinvorderaar of prokureur oorhandig vir invordering indien daar na sy mening 'n redelike kans bestaan dat die skuld wel ingevorder sal kan word; (vir doeleindes hiervan sal skuldinvordering ook geag word enige beampte van die raad te wees wat met die bevoegdheid bekleed is om skuld in te vorder)

OF

- Die verbruiker te lys by die kredietburo as 'n swak betaler (black list)

6.3 AGTERSTALLIGE HUURGELDE EN/OF LENINGSPAAIEMENTE

6.3.1 Waar huur- of leningsooreenkomste voorsiening maak vir rente betaalbaar op agterstallige huurgelde of leningspaaieimente, word rente gehef ooreenkomstig die voorwaardes vervat in sodanige huur- of leningsooreenkomste.

6.3.2 Waar huurgelde en/of leningspaaieimente verskuldig aan die Munisipaliteit nie voor of op die datum van betaling betaal word nie, word 'n brief van aanmaning aan die betrokke persoon gestuur waarin hy of sy versoek word om sodanige agterstallige bedrae tesame met rente, indien enige, binne 14 dae vanaf datum van so 'n kennisgewing te betaal.

6.3.3 'n Ooreenkoms om agterstallige bedrae in maandelikse paaieimente te betaal, kan ter enige tyd met die persoon wat sodanige gelde verskuldig is, aangegaan word

onderworpe egter aan die voorwaardes en bepalings vervat in paragraaf 6.2.3 welke bepalings mutatis mutandis van toepassing sal wees.

- 6.3.4 Waar 'n ooreenkoms om bedrae verskuldig in maandelikse paaieimente af te betaal nie aangegaan is nie, en sodanige bedrae steeds na meer as 30 dae gereken vanaf datum van betaling uitstaande is, moet die Direkteur: Finansiële Dienste die stappe neem soos uiteengesit in paragraaf 6.2.5.

6.4 GELDE VERSKULDIG ANDER DAN GELDE TEN OPSIGTE VAN EIENDOMSBELASTING, MUNISIPALE DIENSTE, HUURGELDE EN LENINGSPAAIEMENTE

Die bepalings van paragrawe 6.3.2, 6.3.3 en 6.3.4 ten opsigte van agterstallige huurgelde en/of leningspaaieimente is mutatis mutandis van toepassing.

7. HEFFING VAN RENTE

- 7.1 Rente teen die standaardkoers moet gehef en gevorder word ten opsigte van alle agterstallige bedrae wat aan die Munisipaliteit verskuldig en betaalbaar is, vir elke maand wat sodanige bedrae na die datum vermeld in paragraaf 7.2, onbetaal bly met dien verstande dat 'n gedeelte van 'n maand geag word 'n maand te wees.
- 7.2 Sodanige rente word gehef vanaf die dag wat volg op die datum van betaling ten opsigte van sodanige uitstaande bedrae wat op sodanige datum van betaling nog nie vereffen is nie.

8. AFSLUITING EN HERAANSLUITING VAN DIENSTE

- 8.1 Ingeval die water- of elektrisiteitstoevoer na 'n perseel, ooreenkomstig die bepalings van paragrawe 6.2.2 afgesluit word, word sodanige water- of elektrisiteitstoevoer heraangesluit slegs sodra –
- (1) die bedrae verskuldig tesame met rente ten volle vereffen is of 'n ooreenkoms vir afbetaling daarvan met die skuldenaar aangegaan is ooreenkomstig die bepalings en voorwaardes vervat in paragrawe 6.2.3 en 6.2.4; en
 - (2) die afsluiting- en/of heraansluitingsgelde soos in die Munisipaliteit se tarief beleid vasgestel, betaal is.

- 8.2 (geskrap)

9. VORDERING VAN DEPOSITO

- 9.1 Wanneer 'n persoon ooreenkomstig die bepalings van paragraaf 3.1 aansoek doen vir die lewering van munisipale dienste en alvorens sodanige dienste gelewer word, word 'n deposito van sodanige persoon gevorder welke deposito as sekuriteit of gedeeltelike sekuriteit sal dien vir betaling van munisipale dienste gelewer aan so 'n persoon.

- 9.2 'n Deposito soos in paragraaf 9.1 beoog, word aangewend ter delging van of ter vermindering van bedrae deur 'n persoon aan die Munisipaliteit verskuldig vir munisipale dienste gelewer, indien so 'n skuldenaar sou verdwyn en nie geredelik opgespoor kan word nie, of insolvent verklaar word of om welke rede ook al weier of versuim om sy of haar verpligtinge teenoor die Munisipaliteit na te kom.
- 9.3 Die bedrag van die deposito word van tyd tot tyd in die Munisipaliteit se Begroting vasgestel vir die volgende kategorieëⁱ-
- (1) nuwe aansoekers vir munisipale dienste (grootmaat elektrisiteitsverbruikers uitgesluit);
 - (2) nuwe aansoekers vir munisipale dienste (elektrisiteitsverbruikers uitgesluit);
 - (3) nuwe aansoekers vir munisipale dienste in gevalle waar die elektrisiteitsverbruiker 'n grootmaatverbruiker is.
 - (4) Aanvaarding van bankwaarborgs vir grootmaatverbruikers
- 9.4 Diskresionêre bevoegdheid word aan die Direkteur: Finansiële Dienste verleen om die deposito betaalbaar deur 'n persoon, soos vasgestel ooreenkomstig paragraaf 9.3, te verhoog telkens wanneer enige munisipale diens ingevolge paragraaf 6.2.2 afgesluit of beperk word, met dien verstande egter dat 'n deposito slegs aldus verhoog mag word tot 'n maksimum bedrag soos volg bereken:
- 2½ maal die bedrag van die hoogste rekening vir munisipale dienste gelewer aan die betrokke persoon in enige maand gedurende die 12 maande wat die datum van afsluiting of beperking van die dienste voorafgaan. Waar munisipale dienste in enige gegewe stadium nog nie 12 maande lank aan 'n persoon gelewer is nie, sal die bedrag van die hoogste maandelikse rekening vir enige maand gedurende die mindere tydperk, bepalend wees.
- (1) Wanneer 'n persoon wat reeds 'n deposito aan die Munisipaliteit betaal het, van een perseel binne die regsgebied van die Munisipaliteit na 'n ander perseel binne die regsgebied van die Munisipaliteit verhuis, sal die normale deposito betaalbaar wees.
- 9.5 Wanneer 'n persoon, wat 'n deposito aan die Munisipaliteit betaal het, skriftelik versoek dat munisipale dienste wat aan hom of haar gelewer word gestaak word en dat die deposito wat aldus deur die Munisipaliteit gehou word aan hom of haar terugbetaal word, word sodanige deposito of enige gedeelte daarvan wat nie ooreenkomstig paragraaf 9.2 aangewend is nie aan sodanige persoon terugbetaal.
- 9.6 Die Munisipaliteit is nie aanspreeklik vir betaling van rente op deposito's wat deur die Munisipaliteit gehou word nie.

10. INSTELLING VAN GEREGETELIKE STAPPE

- 10.1 Die instelling van geregetelike stappe sluit in, maar is nie beperk nie tot –

- (1) Lys by Kredietburo as stadige/swak betaler (Word deur die Munisipaliteit self gedoen)
 - (2) die dagvaarding van 'n skuldenaar vir betaling van agterstallige skuld;
 - (3) die beslaglegging van huur betaalbaar op 'n eiendom;
 - (4) die beslaglegging op die besoldiging van 'n skuldenaar;
 - (5) die beslaglegging en geregtelike verkoping van roerende goed;
 - (6) die beslaglegging en geregtelike verkoping van onroerende eiendom;
 - (7) die uitsetting van 'n huurder uit 'n verhuurde eiendom in die geval van huurgelde verskuldig aan die Munisipaliteit ten opsigte van so 'n verhuurde eiendom.
- 10.2 Die instelling van geregtelike stappe word geneem met inagneming van alle wetlike vereistes en die nakoming van wetlike voorskrifte en prosedure reëlins in dié verband.
- 10.3 Diskresionêre bevoegdheid word aan die Direkteur: Finansiële Dienste verleen om te besluit of –
- (1) 'n rekening aan 'n skuldinvorderaar of 'n prokureur vir invordering oorhandig moet word en, of
 - (2) geregtelike stappe teen 'n skuldenaar ingestel moet word;
- in daardie gevalle waar die totale skuld van 'n skuldenaar 'n bedrag soos deur die Direkteur: Finansiële Dienste bepaal oorskry.
- By die uitoefening van hierdie bevoegdheid neem die Direkteur: Finansiële Dienste slegs as enigste oorweging in ag of dit koste-effektief sal wees om sodanige rekening vir invordering te oorhandig en/of geregtelike stappe teen die skuldenaar in te stel al dan nie.
- 10.4 Die Direkteur: Finansiële Dienste sal die bevoegdheid hê om te bepaal welke van die geregtelike stappe in paragraaf 10.1 vermeld die mees aangewese en doeltreffendste stap sal wees ten opsigte van elk en iedere skuldenaar teen wie geregtelike stappe ingevolge hierdie beleid van die raad ingestel moet word.

HOOFSTUK 4

ALGEMENE BEPALINGS

11. KOSTE VAN INVORDERING

Die Munisipaliteit sal alle regskoste, invorderingskommissie en enige ander kostes wat deur die Munisipaliteit aangegaan mag word om die gelde verskuldig deur 'n skuldenaar aan die Munisipaliteit, in te vorder, teen die rekening van sodanige skuldenaar hef en dit van hom of haar verhaal.

12. GEDISHONOREERDE BETALINGS

Indien enige betaling aan die Munisipaliteit by wyse van 'n verhandelbare instrument later deur 'n bank gedishonoreer word, kan die Direkteur: Finansiële Dienste –

- (1) koste- en administrasiefooie op die rekening van sodanige skuldenaar hef teen 'n koers wat van tyd tot tyd deur die raad bepaal word; en
- (2) nadat betaling aangebied deur 'n skuldenaar vir 'n derde keer deur die bank gedishonoreer word, by wyse van skriftelike kennisgewing aan sodanige persoon vereis dat alle toekomstige rekeninge in kontant betaal word.
- (3) Persone gelys word by Kredietburo as swak betalers.

13. TOEGANG TOT PERSELE

Die bewoner van 'n perseel in die regsgebied van die Munisipaliteit moet te alle redelike ure aan 'n gemagtigde verteenwoordiger van die Munisipaliteit of van 'n diensverskaffer, toegang verleen tot die perseel ten einde enige meter- of diensverbinding vir verspreiding te lees, te inspekteer, te installeer of te herstel of om die verskaffing van 'n munisipale diens af te sluit of dit te beperk.

14. VEILIGE AKKOMMODASIE VAN DIENSAANSLUITINGS, METERS, AFSLUITKRANE, APPARAAT ENS.

Waar water en/of elektrisiteit aan 'n perseel gelewer word, is die verbruiker van sodanige dienste verantwoordelik vir die veilige akkommodasie van enige diens aansluitings, meters, afsluitkrane, diensbeveiligingstoestelle en –toerusting wat op sodanige perseel is en is die verbruiker ook aanspreeklik vir vergoeding aan die Munisipaliteit vir enige koste of verliese of skade wat die Munisipaliteit ten opsigte daarvan mag aangaan of ly.

15. DIEFSTAL, SKADE EN ONGEMAGTIGDE GEBRUIK VAN WATER EN ELEKTRISITEIT

15.1 Geen persoon mag:

- (1) op enige wyse of om enige rede hoegenaamd aan enige diens aansluiting, meter, afsluitkraan, diensbeveiligingstoestel en –apparaat, seëls of

hooftoevoerleiding, wat geïnstalleer is om water en/of elektrisiteit te voorsien te meet of te beperk, peuter of beskadig of breek of hom of haar daarmee bemoei of dit verwyder nie;

- (2) enige waterpyplyn of -pypleiding of netwerk of 'n elektriese installasie regstreeks of onregstreeks aansluit, probeer aansluit of duld of toelaat dat dit aangesluit word by die Munisipaliteit se hooftoevoerleiding of diens-aansluiting nie, tensy sodanige persoon skriftelik deur die Munisipaliteit spesifiek daartoe gemagtig is.
- (4) enige wateraansluiting of elektriese installasie wat, vir welke rede ook al, deur die Munisipaliteit afgesluit is, heraansluit, probeer heraansluit of duld of toelaat dat dit heraangesluit word by die Munisipaliteit se hooftoevoerleiding of diens aansluitings nie, tensy sodanige persoon skriftelik deur die Munisipaliteit spesifiek daartoe gemagtig is.
- (5) water of elektrisiteit, wat op 'n onregmatige wyse verkry is, gebruik nie.

15.2 Die Munisipale Bestuurder moet, sodra dit tot sy kennis kom en hy oor voldoende feitelike getuienis beskik dat 'n oortreding van enige van die bepalings van paragraaf 15.1 plaasgevind het, 'n strafregtelike vervolging teen die persoon wat vermoedelik so 'n oortreding begaan het, instel.

15.3 Benewens en ondanks strafregtelike vervolging en oplegging van gevangenisstraf en/of 'n boete ingevolge enige verordening deur die Munisipaliteit gemaak of ingevolge enige ander Wet, regulasie of verordening, aan enige persoon wat hom of haar skuldig maak aan 'n oortreding in paragraaf 15.1 vermeld, sal die Munisipaliteit geregtig wees om –

- (1) enige koste of skade of verliese wat die Munisipaliteit mag aangaan, opdoen of mag ly as gevolg van sodanige oortredings van sodanige persoon te verhaal, en
- (2) ingeval water en/of elektrisiteit onregmatig verbruik is, die persoon wat dit onregmatig verbruik het aan te slaan vir betaling van 'n verbruik bereken ooreenkomstig die bepalings van paragraaf 2.2.4.
- (3) die voorsiening van water en/of elektrisiteit aan die betrokke perseel summier af te sluit.

16. ONDERTEKENING VAN KENNISGEWINGS EN DOKUMENTE

'n Kennisgewing of dokument uitgereik deur die Munisipaliteit ingevolge 'n verordening gemaak deur die Munisipaliteit en wat onderteken is deur 'n personeellid van die Munisipaliteit word geag behoorlik uitgereik te wees en moet by blote voorlegging daarvan deur die hof aanvaar word as getuienis van daardie feit.

17. WAARMERK VAN DOKUMENTE

Enige bestelling, kennisgewing of ander dokument wat deur die Munisipaliteit gewaarmerk moet word, word as voldoende gewaarmerk geag indien dit onderteken is deur die Munisipale Bestuurder of 'n behoorlik gemagtigde beampte van die Munisipaliteit aan wie sodanige bevoegdheid opgedra is by wyse van 'n besluit van die raad van die Munisipaliteit of kragtens 'n verordening

18. PRIMA FACIE GETUIENIS

In regsgedinge wat deur die Munisipaliteit aanhangig gemaak word, moet die blote voorlegging van 'n sertifikaat wat die bedrag verskuldig en betaalbaar aan die Munisipaliteit reflekteer, en onderteken is deur die Munisipale Bestuurder, of 'n toepaslik gekwalifiseerde beampte wat deur die Munisipale Bestuurder daartoe gemagtig is, deur die hof aanvaar word as prima facie bewys dat die bedrag verskuldig is.

HOOFTUK 5

FINANSIËLE BYSTAND AAN HULPBEHOEWENDE HUISHOUDINGS

19. BRON VAN FINANSIËLE BYSTAND

Finansiële bystand aan 'n hulpbehoewende huishouding word gefinansier uit –

- (1) finansiële toekennings deur die Nasionale Regering aan die Munisipaliteit vir dié doel, en
- (2) 'n bewilling vir dié doel deur die Munisipaliteit en word die bedrag van sodanige bewilling jaarliks deur die Raad bepaal tydens die opstel van die Raad se begroting.

20. VEREISTES VIR REGISTRASIE AS 'N HULPBEHOEWENDE HUISHOUDING

'n Huishouding wat as 'n hulpbehoewende huishouding wil registreer en vir finansiële bystand ingevolge die raad se beleid in dié verband in aanmerking wil kom, kan slegs as sulks geregistreer word indien –

- (1) (a) die totale inkomste van al die lede van die huishouding wat normaalweg op 'n perseel woonagtig is, insluitende die inkomste van enige ander persoon wat saam met die huishouding op sodanige perseel woon, **bereken word as twee staatspensioene plus 10%**;

OF

- (b) die hoof van die huishouding in wie se naam die rekening geregistreer is, 'n staatsouderdomspensioen of ongeskiktheidstoelae ontvangⁱⁱ.
- (2) die hoof van die huishouding en sy of haar gesin self die perseel waarop die aansoek betrekking het, bewoon; en

- (3) die hoof van die huishouding en/of sy of haar gade en/of hul wettige kinders wat saam met hul ouers op 'n perseel woonagtig is, nie die wettige eienaar is van 'n ander woning nie; en
- (4) aansoek om registrasie op 'n vorm wat deur die Munisipaliteit vir dié doel voorgeskryf is en wat by enige kantoor van die Munisipaliteit verkrygbaar is, gedoen is.

21. AANSOEK OM REGISTRASIE

- 21.1 'n Huishouding wat aansoek wil doen om as 'n hulpbehoewende huishouding te kwalifiseer moet die aansoekvorm, hierby aangeheg as Bylae B voltooi.
- 21.2 'n Aansoekvorm, of enige ander vorm, verklaring of sertifikaat wat deur die Munisipaliteit vereis word, moet tensy anders aangedui op sodanige vorm, verklaring of sertifikaat, deur die hoof van die huishouding onderteken of gesertifiseer word. Vir doeleindes hiervan word hoof van die huishouding geag die wettige eienaar of die wettige huurder van 'n perseel te wees of die persoon wat andersins die beheer oor so 'n perseel uitoefen.
- 21.3 'n Aansoek moet vergesel word van die volgende besonderhede:
 - (1) dokumentêre bewys van die bruto-inkomste van al die persone woonagtig op 'n perseel, soos 'n brief van 'n werkgewer waarin die bruto salaris of loon van die betrokke persoon verklaar en gesertifiseer word, 'n salarisadviesstrokie, 'n pensioenkaart, 'n werkloosheidversekeringskaart;
 - (2) 'n beëdigde verklaring deur daardie persone woonagtig op die perseel wat geen inkomste het nie, waarin verklaar word dat sodanige lid werkloos is en nie in ontvangs van inkomste van enige aard is nie;
 - (3) 'n gesertifiseerde afskrif van die aansoeker se identiteitsdokument; en
 - (4) die name en identiteitsnommer van alle persone 18 jaar of ouer, wat op 'n bepaalde perseel woonagtig is.
- 21.4 Dit sal van die hoof van 'n huishouding, wat aansoek om registrasie as 'n hulpbehoewende huishouding doen, vereis word om te verklaar dat alle inligting wat op die aansoekvorm en ander dokumentasie verstrek word, waar en korrek is.
- 21.5 Die Munisipaliteit of sy gemagtigde agent kan deur sy gemagtigde verteenwoordiger enige stappe wat nodig mag wees, neem om die korrektheid van inligting wat deur 'n aansoeker verstrek word, na te gaan en/of die korrektheid daarvan te verifieer insluitende onderhoude met en die afneem van verklarings van lede van 'n huishouding.

22. OORWEGING VAN AANSOEKE

- 22.1 'n Aansoek ontvang ooreenkomstig die bepalings van paragraaf 21.1 sal deur die Munisipaliteit oorweeg word en indien die Munisipaliteit tevrede is dat die aansoeker ooreenkomstig die bepalings van paragraaf 20 kwalifiseer sal so 'n huishouding as hulpbehoewende huishouding geregistreer word.
- 22.2 Die Munisipaliteit sal die reg hê om 'n aansoek af te keur indien die jaarlikse bewilliging vir finansiële bystand aan hulpbehoewende huishoudings, waarna in paragraaf 19 verwys word, te enige tyd uitgeput is of uitgeput word.
- 22.3 Indien 'n huishouding as 'n hulpbehoewende huishouding geregistreer word, word finansiële bystand aan sodanige huishouding verleen ooreenkomstig die bepalings van paragraaf 23.1, met dien verstande egter dat –
- (1) die huishouding op 'n jaarlikse grondslag, gereken vanaf die datum waarop die finansiële bystand toegestaan word, aan die Direkteur: Finansiële Dienste en tot sy bevrediging, bewys lewer dat so 'n huishouding steeds aan die vereistes van paragraaf 20 voldoen;
 - (2) indien 'n huishouding ter eniger tyd na verstryking van 'n vier maande siklus in gebreke gebly het of geweier het om bewys of bevredigende bewys ten opsigte van die kwalifikasie vereistes waarna in paragraaf 20 verwys word ooreenkomstig sub-paragraaf (1) hierbo te lewer, word alle finansiële bystand aan so 'n huishouding onverwyld opgeskort tot tyd en wyl sodanige bewys, behoudens die bepalings van paragraaf 25.1(2), gelewer word.

23. AANWENDING VAN EN BEPERKING OP FINANSIËLE BYSTAND

- 23.1 Onderworpe aan die volhoubaarheid en bekostigbaarheid daarvan met in agneming van die bepalings van paragraaf 22.2, sal finansiële bystand aan 'n hulpbehoewende huishouding wat vir sodanige bystand kwalifiseer, beperk wees tot en aangewend word vir vereffening of gedeeltelike vereffening van die volgende munisipale dienste en tariewe:
- (1) 50 kWh elektrisiteit per maand vir 'n huishouding ten opsigte waarvan die elektrisiteitsaansluiting beperk is tot 20 ampère;
 - (2) Basiese fooi ten opsigte van konvensionele elektrisiteit.
 - (3) 6 Kiloliter water per maand
 - (4) Basiese fooi ten opsigte van water
 - (5) rioolgelde ten opsigte van die eerste rioolpan of die gelde betaalbaar ten opsigte van die pomp van 'n suigtenk tot 'n bedrag gelyk aan die tarief vasgestel vir 'n eerste riool pan.
 - (6) vullisverwyderingsgelde.
- 23.2 Die Munisipaliteit sal die reg hê om minstens een keer per jaar tydens die begrotingsproses, maar ook as tussentydse maatreël, op enige ander stadium, die mate

waartoe finansiële bystand aan kwalifiserende hulpbehoewende huishoudings toegestaan kan word te bepaal of te herbepaal, insluitende die koers waarteen en ten opsigte van welke munisipale dienste finansiële bystand verleen kan word.

- 23.3 Waar 'n voorafbetaalde elektrisiteitsmeter op 'n perseel, wat deur 'n kwalifiserende hulpbehoewende huishouding geokkupeer word, geïnstalleer is, en mits die elektrisiteitsaansluiting beperk is tot 20 ampère, sal sodanige huishouding eweneens in aanmerking kom vir finansiële bystand ten opsigte van elektrisiteitsverbruik en wel tot die mate soos bepaal by paragraaf 23.1(1).

'n Krediet op sodanige rekening verwerf, word aangewend ter vereffening van eiendomsbelasting verskuldig of bedrae verskuldig ten opsigte van enige van die ander munisipale dienste

24. KANSELLASIE VAN REGISTRASIE

24. Registrasie as 'n hulpbehoewende huishouding word in die volgende gevalle gekanselleer en verbeur sodanige huishouding alle finansiële bystand wat aan die betrokke huishouding toegestaan is vir die onverstreke termyn waarvoor die bystand toegestaan is:

- (1) waar dit bevind word dat valse inligting in die aansoekvorm of ander dokumentasie en/of verklarings verstrek is;
- (2) indien die hoof van die hulpbehoewende huishouding na verloop van 30 dae nadat finansiële bystand aan so 'n huishouding ooreenkomstig paragraaf 22.3 opgeskort is, weier, versuim of in gebreke bly om die inligting soos vereis by paragraaf 21.3 aan die Munisipaliteit te verstrek;
- (3) indien dit bevind word dat omstandighede sodanig verander het dat die hulpbehoewende huishouding nie meer voldoen aan een of meer van die vereistes vir registrasie, soos vermeld in paragraaf 20 nie;
- (4) indien die huishouding versuim of weier om die administrasiefooi betaalbaar ingevolge paragraaf 24, vir 'n bepaalde maand voor of op die datum vermeld in paragraaf 24.2 te betaal.

- 24.2 Die onus rus op die hoof van die hulpbehoewende huishouding om die Munisipaliteit in kennis te stel sodra omstandighede ter enige tyd sodanig verander dat daar nie meer voldoen word aan die vereistes van paragraaf 20 nie en terselfdertyd volledige besonderhede van sodanige veranderde omstandighede aan die Munisipaliteit te verstrek.

- 25.3 Nieteenstaande enigiets andersluidend hierin vervat, sal die Munisipaliteit geregtig wees om, benewens die strafregtelike vervolging van die hoof of enige lid van so 'n huishouding, die finansiële bystand toegestaan en ingevolge die bepalings van paragraaf 23 aangewend, terug te vorder –

- (1) in die geval vermeld in paragrawe 25.1(1) en (2) – vanaf die datum waarop die finansiële bystand toegestaan is; en

- (2) in die geval vermeld in paragraaf 25.1(3) – vanaf die datum waarop die omstandighede waarna in paragraaf 25.1(3) verwys word, verander het of indien so ‘n datum nie vasgestel kan word nie, vanaf die datum waarop dit vasgestel is dat die betrokke huishouding nie meer aan die kwalifiserende vereistes voldoen nie.

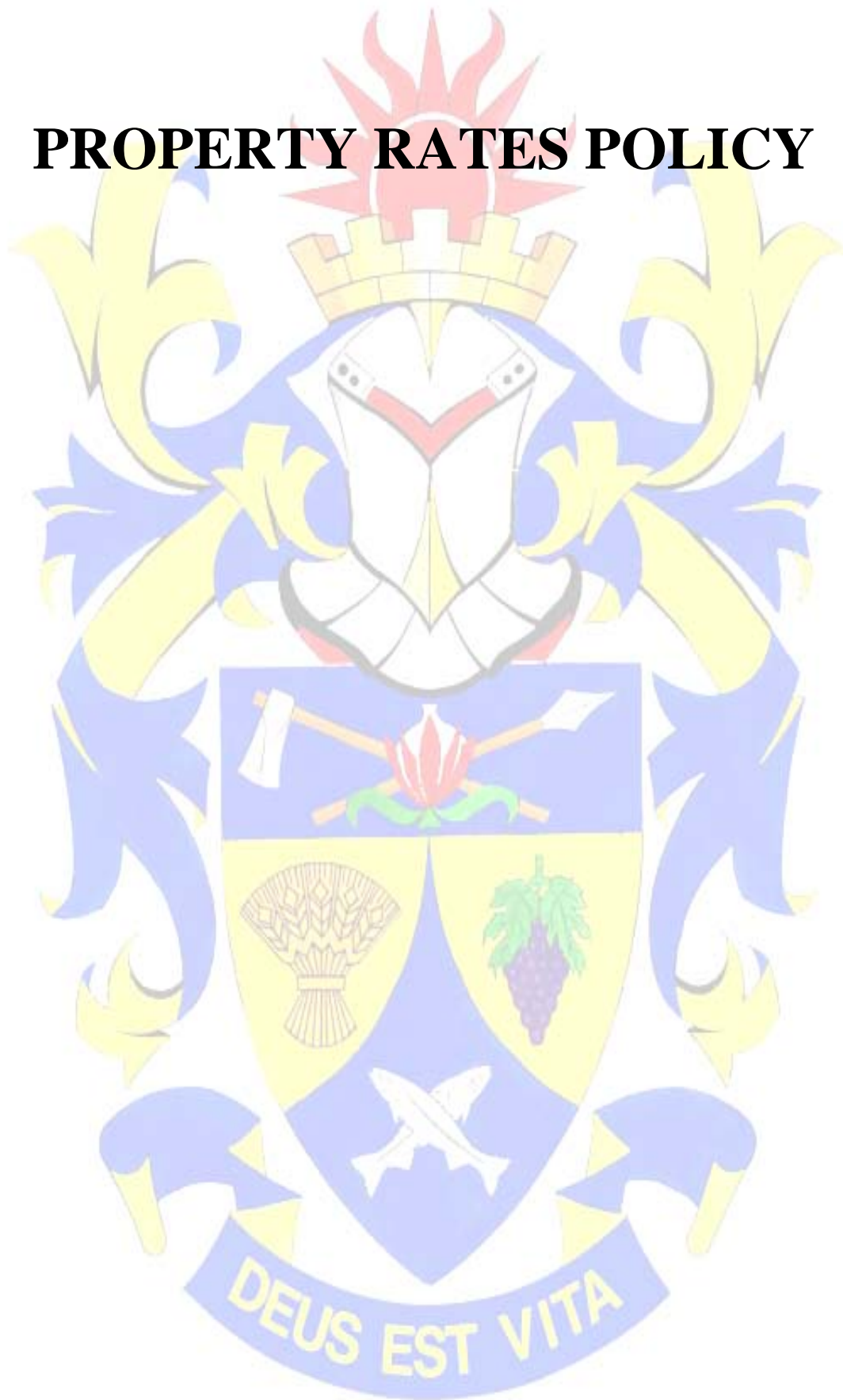
25.4 Ingeval die registrasie van ‘n hulpbehoewende huishouding ingevolge die bepalings van paragraaf 25.1(1) beëindig word, sal sodanige huishouding nie weer in die toekoms in aanmerking kom vir finansiële bystand nie.

ⁱ 22 Mei 2009

ⁱⁱ 22 Mei 2009

BERGRIVIER MUNICIPALITY

PROPERTY RATES POLICY



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BERGRIVIER LOCAL MUNICIPALITY

PREAMBLE

WHEREAS section 3 of the Local Government: Municipal Property Rates Act, 2004 (No 6 of 2004) determines that a municipality must adopt a rates policy in accordance to the determination of the Act and

In terms of section 229 of the Constitution of the Republic of South Africa, 1996 (no. 108 of 1996), a municipality may impose rates on property and

In terms of the Local Government: Municipal Property Rates Act, 2004 (no 6 of 2004) a municipality in accordance with –

- (a) section 2(1) may levy a rate on property in its area; and
- (b) section 2 (3) must exercise its powers to levy a rate on property subject to-
 - (i) Section 229 and any other applicable provisions of the Constitution;
 - (ii) The provisions of the Property Rates Act; and
 - (iii) The Rates Policy and

In terms in terms of section 4 (1) (c) of the Local Government: Municipal Systems Act, 2000 (no 32 of 2000), the municipality has the right to finance the affairs of the municipality by imposing, *inter alia*, rates on property, and

In terms of section 62 (1) (f) (ii) of the Local Government: Municipal Finance Management Act, 2003 (no 56 of 2003) the municipal manager must ensure that the municipality has and implements a rates policy.

NOW THEREFORE the following policy on the levying of property rates is accepted.

1. OBJECTIVES:

In developing and adopting this rates policy, the council has sought to give effect to the sentiments expressed in the preamble of the Property Rates Act, namely that:

- the Constitution enjoins local government to be developmental in nature, in addressing the service delivery priorities of our country and promoting the economic and financial viability of our municipalities;

- there is a need to provide local government with access to a sufficient and buoyant source of revenue necessary to fulfil its developmental responsibilities;
- revenues derived from property rates represent a critical source of income for municipalities to achieve their constitutional objectives, especially in areas neglected in the past because of racially discriminatory legislation and practices; and
- it is essential that municipalities exercise their power to impose rates within a statutory framework which enhances certainty, uniformity and simplicity across the nation, and which takes account of historical imbalances and the burden of rates on the poor.

In applying its rates policy, the council shall adhere to all the requirements of the Property Rates (Act no. 6 of 2004) including any regulations promulgated in terms of that Act.

The objectives of this policy are also to ensure that-

- all ratepayers within a specific category are treated equal and reasonable;
- All rates levied are affordable. In dealing with the poor/indigent ratepayers the municipality will provide relief measures through exemptions, reductions or rebates.
- rates are levied in accordance with the market value of the property;
- the rate will be based on the value of all rateable property in that category and the amount required by the municipality to balance the operational budget, taking into account the surplus obtained from the trading- and economical services and the amounts required to finance exemptions, reductions and rebates that the municipality may approve from time to time;
- income derived from rates will be used to finance community- and subsidised services only;
- to optimally safeguard the income base of the municipality through exemptions, reductions and rebates that are reasonable and affordable taking into account the poor/indigent ratepayers;
- In order to minimise major shocks to certain ratepayers the market values in the new valuation roll or tariffs determined by Council may be phased-in over the entire periods as stipulated in the Rates Act.
- to adhere to the legal requirements of the Property Rates Act (Act 6/2004).

2. DEFINITIONS

In this policy, unless the context indicates otherwise—

“Agent”, in relation to the owner of a property, means a person appointed by the owner of the property –

- (a) to receive rental or other payments in respect of the property on behalf of the owner; or
- (b) to make payments in respect of the property on behalf of the owner;

“accommodation establishment” means a facility zoned for single residential purposes, that provides for lettable residential accommodation on a regular and continuous basis in addition to its permitted use for a single family and includes guesthouses, “bed & Breakfast” and “Self-catering” establishments;

“agricultural purpose”, in relation to the use of a property, excludes the use of a property for the purpose of eco-tourism or for the trading in or hunting of game;

“annually” means once every financial year;

“business” means the activity of buying, selling or trade in goods or services and includes any office or other accommodation on the same erf, the use of which is incidental to such business, with the exclusion of the business of mining, agriculture, farming, or inter alia, any other business consisting of cultivation of soils, the gathering in of crops or the rearing of livestock or consisting of the propagation and harvesting of fish or other aquatic organisms.

“category” –

- (a) in relation to property, means a category of property determined in terms of section 8 (2) of the Act;
- (b) in relation to owners of property, means a category of owners determined in terms of section 15 (2) of the Act;

“district municipality” means a municipality that has municipal executive and legislative authority in an area that includes more than one municipality, and which is described in section 155(1) of the Constitution as a category C municipality;

“exclusion” in relation to a municipality’s rating power, means a restriction of that power as provided for in section 17 of the Act;

“exemption” in relation to the payment of a rate, means an exemption granted in terms of section 15 of the Act;

“financial year” means the period starting from 1 July in a year to 30 June of the next year;

“household income” means the income accruing to all members of the household permanently residing at the address. It includes income of spouses;

“income tax act” means the Income Tax Act ,1962 (Act 58 of 1962)

“indigent person” means a person whose household income does not exceed the minimum household income as predetermined by the council;

“land reform beneficiary” in relation to a property , means a person who-

(a) acquired the property through-

- (i) the Provincial Land and Assistance Act,1993 (Act 126/1993);
- (ii) the Restitution of Land Rights Act, 1994 (act 22/1994);

(b) holds the property subject to the Communal Property Associations Act,1996 (Act 28 of 1996); or

(c) holds or acquires the property in terms of such other land tenure reform legislation as may pursuant to section 25(6) and (7) of the Constitution be enacted after this Act has taken effect;

“land tenure right” means an old order right or a new order right as defined in section 1 of the Communal Land Rights Act ,2004

“local community”, in relation to a municipality—

(a) means that body of persons comprising—

- (i) the residents of the municipality;
- (ii) the ratepayers of the municipality;
- (iii) any civic organisations and non-governmental, private sector or labour organisations or bodies which are involved in local affairs within the municipality; and
- (iv) visitors and other people residing outside the municipality who, because of their presence in the municipality, make use of services or facilities provided by the municipality.

(b) Includes, more specifically, the poor and other disadvantaged sections of such body of persons.

“local municipality” means a municipality that shares municipal executive and legislative authority in its area with a district municipality within whose area it falls, and which is described in section 155(1) of the Constitution as a category B municipality;

“market value”, in relation to a property, means the value of the property determined in accordance with section 46 of the Act;

“MEC for Local Government” means the member of the Executive Council of a province who is responsible for local government in that province;

“mining” means any operation or activity for extracting any mineral on, in or under the earth, water or any residue deposit, whether by underground or open working or otherwise and includes any operation or activity incidental thereto;

“minister” means the Cabinet member responsible for local government;

“multiple purposes”, in relation to a property, means the use of a property for more than one purpose and cannot be assigned to a single category.

“municipal council” or **“council”** means a municipal council referred to in section 18 of the Municipal Structures Act;

“Municipal Finance Management Act” means the Local Government; Municipal Finance Management Act, 2003 (Act 56 /2003);

“municipality”—

- (a) as a corporate entity, means a municipality described in section 2 of the Municipal Systems Act; and
- (b) as a geographical area, means a municipal area demarcated in terms of the Local Government: Municipal Demarcation Act, 1998 (Act No. 27 of 1998);

“municipal manager” means a person appointed in terms of section 82 of the Municipal Structures Act;

“municipal properties” means those properties of which the municipality is the owner;

“Municipal Systems Act” means the Local Government: municipal Systems Act, 2000 (Act 32 /2000);

“newly rateable property” means any rateable property on which property rates were not levied before the end of the financial year preceding the date on which this Act took effect, excluding a property which was incorrectly omitted from a valuation roll and for that reason was not rated before that date;

“occupier”, in relation to a property, means a person in actual occupation of a property whether or not that person has a right to occupy the property;

“owner”—

- (a) in relation to property referred to in paragraph (a) of the definition of “property”, means—
 - a person in whose name ownership of the property is registered;
- (b) in relation to a right referred to in paragraph (b) of the definition of “property”, means a person in whose name the right is registered; or
- (c) in relation to a land tenure right referred to in paragraph (c) of the definition of “property”, means a person in whose name the right is registered or to whom it was granted in terms of legislation, provided that a person mentioned below may for the purposes of this Act be regarded by a municipality as the owner of a property in the following cases:
 - (i) A trustee, in the case of a property in a trust excluding state trust land;
 - (ii) an executor or administrator, in the case of a property, in a deceased estate;
 - (iii) a trustee or liquidator, in the case of a property, in an insolvent estate or in liquidation;
 - (iv) a judicial manager, in the case of a property, in the estate of a person under judicial management;
 - (v) a curator, in the case of a property, in the estate of a person under curatorship;
 - (vi) an usufructuary or other person in whose name a usufruct or other personal servitude is registered, in the case of a property that is subject to a usufruct or other personal servitude;
 - (vii) a lessee, in the case of a property that is registered in the name of a municipality and is leased by it; or
 - (viii) a buyer, in the case of a property that was sold and of which possession was given to the buyer pending registration of ownership in the name of the buyer;

“permitted use”, in relation to a property, means the limited purposes for which the property may be used in terms of –

- (a) any restrictions imposed by –
 - (i) a condition of title;
 - (ii) a provision of a town planning or land use scheme; or
 - (iii) any legislation applicable to any specific property or properties; or
- (c) any alleviation of any such restrictions;

“person” includes an organ of the state;

“private open space” means any land in private ownership used primarily as a private site for play, rest or recreation without financial gain.

“property” means—

- (a) immovable property registered in the name of a person, including, in the case of a sectional title scheme, a sectional title unit registered in the name of a person;
- (b) a right registered against immovable property in the name of a person, excluding a mortgage bond registered against the property;
- (c) a land tenure right registered in the name of a person or granted to a person in terms of legislation;

“property register” means a register of properties referred to in section 23 of the Act;

“protected area” means an area that is or has to be listed in the register referred to in section 10 of the National Environmental Management: Protected Areas Act ,2003;

“public benefits organisation” means an organisation conducting specified public benefit activities as defined in the act and registered in terms of the Income Tax Act for tax reductions because of those activities.

“publicly controlled” means owned by or other wise under the control of an organ of the state, including-

- (a) a public entity listed in the Public Finance Management Act, (Act 1/1999)
- (b) a municipality; or
- (c) a municipal entity as defined in the Municipal Systems Act

“public service infrastructure” means publicly controlled infrastructure as determined in terms of chapter 1 of the Local Government :Municipal Property Rates Act (Act 6/2004)

“rate” means a municipal rate on property envisaged in section 229(1)(a) of the Constitution;

“rateable property” means property on which a municipality may in terms of section 2 of the Act levy a rate, excluding property fully excluded from the levying of rates in terms of section 17 of the Act;

“rebate”, in relation to a rate payable on a property, means a discount on the amount of the rate payable on the property;

“Reduction”, in relation to a rate payable on a property, means the lowering of the amount for which the property was valued and the rating of the property at that lower amount;

“Residential property” means property included in a valuation roll in terms of section 48 (2) (b) of the Act (read with section 8) as residential inclusive of a suite of rooms which forms a living unit that is exclusively used for human habitation purposes, or a multiple number of such units on a property, excluding accommodation establishments, bed & breakfast, hotel, guest house, commune, boarding and undertaking, hostel, place of instruction and sectional title units.

“Sectional titles Act” means the Sectional Titles Act, 1986 (Act 95/1986)

“Sectional title unit” means a unit defined in section 1 of the Sectional Titles Act;

“Specified public benefit activity” means an activity listed in item 1 (welfare and humanitarian), item 2 (health care) and item 4 (education and development) of Part 1 of the Ninth Schedule to the Income Tax Act:

“State-owned properties” means properties owned by the State, which are not included in the definition of public service infrastructure in the Act. These state-owned properties are classified as follows:

- (a) State properties that provide local services.
- (b) State properties that provide regional/municipal district-wide/ metro-wide service.
- (c) State properties that provide provincial/national service.

“The Act” means the Local Government Municipal Property Rates Act, 2004 (No. 6 of 2004).

(Herein after called “The Act)

“Vacant land” means a means a property without any buildings or structures that could be used for residential or other purposes as determined by the Municipality

3. PURPOSE OF THE POLICY

The scope of the policy is to:

The policy document guides the annual setting (or revision) of property rates. It does not make specific property rates proposals. Details pertaining to the various property rates are determined when the budget is considered and approved every year

4. POLICY PRINCIPLES

Rates are levied in accordance with the Act as an amount in the Rand based on the market value of rateable property contained in the municipality’s valuation roll and supplementary valuation rolls.

As allowed for in the Act, the municipality may choose to differentiate between various categories of property and categories of owners of property. Some categories of property and categories of owners are granted relief from rates. The municipality does not, however, grant relief in respect of payments for rates to any category of owners or properties, or to owners of properties, on an individual basis, other than by way of an exemption, rebate or reduction provided for in this policy.

The rates policy for the municipality is based on the following principles:

a. Equity

The municipality will treat all similar ratepayers with similar properties the same.

b. Affordability

The ability of a person to pay rates will be taken into account by the municipality. In dealing with the poor/indigent ratepayers the municipality will provide relief measures through exemptions, and/or reductions and/or rebates.

c. Sustainability

Rating of property will be implemented in a way that-

- i. It supports sustainable local government by providing a stable and buoyant revenue source within the discretionary control of the municipality; and
- ii. Supports local social and economic development.

d. Cost efficiency

Rates will be based on the value of all rateable property and the amount required by the municipality to balance the operating budget after taking into account the amounts required to finance exemptions, rebates and reductions as approved by the municipality from time to time. The implementation of the policy must be as cost-effective as possible.

5. APPLICATION OF THE POLICY

In imposing the rate in the rand for each annual operating budget component, the municipality shall grant exemptions, rates and reductions to the categories of properties and categories of owners as allowed for in this policy document.

6. CLASSIFICATION OF SERVICES AND EXPENDITURE

The Chief Financial Officer shall, subject to the guidelines provided by the legislation and the Executive Mayor, provide for the classification of services as outlined in the Municipality's annual budget into trading and economic services.

7. CATEGORIES OF PROPERTIES

7.1 Criteria for determining categories of properties for the purpose of levying different rates and for the purpose of granting exemptions, rebates and reductions will be according to the—

- (a) use of the property
- (b) permitted use of the property, or
- (c) geographical area in which the property is situated.

7.2 Categories of property for the municipality will include-

Properties will be **categorised** as follows:-

- (a) Residential properties.
 - (i) Residential
 - (ii) Sectional Title Schemes
- (b) Institutional (university, school, church, mental hospitals, rehabilitation centres etc.)
- (c) Industrial/business properties
- (d) Farm properties used for-
 - (i) agricultural purposes;
 - (ii) other business and commercial purposes;
 - (iii) multiple purpose

- (iv) residential purposes; or
 - (v) other than (i) to (iii).
- (e) Farm properties not used for any purpose.
- (f) Small holdings used for-
 - (i) agricultural purposes;
 - (ii) residential purposes;
 - (iii) industrial/commercial purposes;
 - (iv) multiple purposes; or
 - (v) other than (i) to (iv).
- (g) State-owned properties:
 - (i) State properties that provide local services
 - (ii) State properties that provide regional/municipal district-wide / metro-wide services.
 - (iii) State properties that provide provincial/national services
- (h) Municipal owned properties:
 - (i) Public Open Space
 - (ii) Special
 - (iii) Town Planning Scheme Border
 - (iv) Indefinite
 - (v) Subdivision area
 - (vi) Local Government Border (commonage)
- (i) Public service infrastructure.
- (j) Privately owned towns/developments and open spaces serviced by the owner.
- (k) Formal and informal settlements on stands not subdivided into formal residential stands
- (l) Communal land as defined in the Communal Land Rights Act.
- (m) State trust land
- (n) Properties-

- (i) acquired through Provision of Land and assistance Act, 1993 (No. 126 of 1993) or the Restitution of Land Rights Act, 1994 (No. 22 of 1994); **or**
 - (ii) subject to the Communal Property Associations Act, 1996 (No. 28 of 1996).
- (o) Protected areas.
 - (p) National monuments
 - (q) Properties owned by public benefit organisations (Part 1 of the Ninth Schedule of the Income Tax Act (58 of 1962)
 - (r) Properties used for multiple purposes.
 - (s) Resort
 - (t) Transport
 - (u) Public benefit organisations
 - (v) vacant land.
 - (w) accommodation establishments

8. MULTIPLE PURPOSE PROPERTIES

Properties used for multiple purposes will be categorized as follows for rating purposes:

- (i) The entire property can be categorized in terms of the permitted use if the permitted use is regulated (zoning);
- (ii) The entire property can be categorized in terms of the dominant (main or primary) use; or
- (iii) by apportioning the market value of a property to the different purposes for which the property is used as determined in item 8 (categories of properties) above.

If the market value of the property can be apportioned, each portion must be categorized according to its individual use as determined in item 8 above. If the market value of the property cannot be apportioned to its various use purposes, then such a property must be categorized as either (i) or (ii) above and;

- (iv) applying the relevant cent amount in the rand to the corresponding apportioned market value.

9. CATEGORIES OF OWNERS

Criteria for determining categories of owners of properties, for the purpose of granting exemptions, rebates and reductions may be according to the-

- (a) indigent status of the owner of a property
- (b) sources of income or/and monthly household income of the owner of a property
- (c) owners of property situated within an area affected by-
 - (i) a disaster within the meaning of the Disaster Management Act, 20002 (Act no 57 of 2002 ; or
 - (ii) any other serious adverse social or economic conditions;
- (d) owners of residential properties with a market value below a determined threshold; or
- (e) owners of agricultural properties who are **bona fide** farmers.

10. LEVYING OF RATES

(1) Liability for rates by property owners:

Rates levied by a municipality on a property must be paid by the owner of the property, subject to Chapter 9 of the Municipal Systems Act.

Joint owners are jointly and severally liable for the amount due for rates on that property.

In a case of agricultural property owned by more than one owner in undivided shares where the holding of such undivided shares was allowed before the commencement of the subdivision of the Agricultural Land Act (Act 70 of 1970) the municipality may consider the following options for determining the liability for rates:

- (i) If the joint owners are all available, the issue of who is liable for rates will be dealt with in the context of whether they have entered into an agreement or not regarding payment of rates liabilities.
Where the joint owners have a written agreement that a specific joint owner is liable for all the rates, the municipality will hold such a joint owner liable in respect of all the rates. A certified copy of the agreement must be submitted to the municipality.

Where there is no agreement, the municipality will hold anyone of the joint owners responsible for the whole property or hold any joint owner only liable for his undivided share

- (ii) If the joint owners are not traceable with the exception of one joint owner and such joint owner is occupying or using the entire property or a significant larger portion the municipality will hold that joint owner liable for the total rates bill.
- (iii) If the traceable joint owner is only using or occupying a small portion of the entire property, the municipality will hold that joint owner only responsible for his own undivided share in that property

(2) Method and time of payment

The municipality will recover the rate levied in periodic instalments of equal amounts in twelve months. The instalment is payable on or before the 25th day of every month, following the month in which it has been levied. Interest will be charged at 1% above the prime interest rate for any late payments received.

(3) Annual Payment Arrangements

By prior arrangement with the municipality the rate may be paid in a single amount before 30 September of the year it is levied in, however, application must be submitted before 30 June prior to the financial year of implementation of the arrangement. The Director of Financial Services will consider any applications after this date.

(4) (i) Recovery of arrear rates from owner

As soon as the annual rates becomes overdue or the monthly rates have been raised for the remaining months in the financial year, an overdue notice must be issued on the owner at the address selected by the owner.

If there is no response from the owner, a further overdue notice should be served at the property with a rider that the services to the property will be terminated within a reasonable period, the minimum being 30 days, should the rates not be paid or satisfactory arrangements made.

This notice should enquire whether the occupier is paying rent and other monies to an agent of the owner and the state that the municipality can, legally, attach the net payment. (i.e. gross receipts by the agent less

commission due to the agent on those gross receipts) due to the owner by the agent to settle the arrears. Should the tenant refuse to co-operate, the services should be disconnected and the other debt management actions implemented

(4)(ii) Recovery of arrear rates from tenants, occupiers and agents

If an amount due for rates levied in respect of a property is unpaid after the day determined, the municipality may recover the amount in whole or in part from a tenant or occupier of the property. The amount the municipality might recover from the tenant or occupier of the property is limited to the amount of the rent or other money due and payable by the tenant or occupier to the owner of the property. Any amount the municipality recovers from the tenant or occupier of the property may be set off, by the tenant or occupier, against any money owed by the tenant or occupier to the owner.

The municipality may recover the amount due for rates from an agent of the owner after it has given written notice to that agent or person. The amount the municipality may recover from the agent or other person is limited to the amount of that rent received by the agent or person, less the commission due to that agent or person. (subject to the Estate Agents Act, 1976 (Act No. 112 of 1976). The agent or other person must, on request by the municipality, furnish the municipality with a written statement specifying all payments for rent on the property received by that agent or person during a period determined by the municipality.

If the managing agent is identified through the tenant's assistance, a copy of the notice, which was served on the tenant, must be served on the agent stating that failure to co-operate would lead to action being taken against the agent as well as the termination of the services at the supply address.

Should the payments by the agent not be able to redeem the arrears within the next 12 months, the monies must be attached and the next step in the debts management plan of the municipality implemented. The municipality may however decide to extend the 12 month period to such longer period that they deem fit based on the merit.

(5) deferral of payment of rates liabilities

Refer to credit control policy

(6) Supplementary Valuation Debits

In the event that a property has been transferred to a new owner and a Supplementary Valuation took place, the previous owner as well as the new owner will jointly and separately be held responsible for the settling the supplementary rates account.

(7) Ownership

Properties, which vest in the Municipality during developments, i.e. open spaces and roads should be transferred at the cost of the developer to the Municipality.

Until such time, rates levied will be for the account of the developer.

(8) Clearance Certificate

Rates Clearance Certificates will be valid as determine by sec 118 of the Municipal Systems Act, 32 of 2000. Rates Clearance certificate will only be issued if all conditions according to sec 118 of the Municipal Systems Act, 32 of 2000, has been met.

(9) Levying of rates on property in sectional title schemes

A rate on property, which is subject to a sectional title scheme, will be levied on the individual sectional title units in the scheme.

11. IMPERMISSIBLE RATES

A municipality may not levy the following rates in terms of sections 16 (1) and 17 (1) of the Act.:

- (1) Rates that would prejudice national economic policies.
- (2) Rates that would prejudice economic activities across boundaries
- (3) Rates that would prejudice national mobility of goods, services, capital or labour.

(see conditions under section 16(2-5) of the Property Rates Act)

- (4) On the first 30% of market value of public service infrastructure
- (5) On any part of the seashore as defined in the Seashore Act
- (6) On any part of the territorial waters of the Republic in terms of the Marine Zones Act (15/1994)

- (7) On any island of which the state is the owner including the Prince Edward Islands
- (8) On a special nature reserve, national park or nature reserve within the meaning of the National Environmental Management Biodiversity Act of 2004 which are not developed or used for commercial, business or residential agricultural purposes
- (9) On a mineral right within the definition of property
- (10) On a property belonging to a land reform beneficiary or his or her heirs, provided that this exclusion lapses ten years from the date on which such beneficiary's title was registered in the office of the Registrar of deeds
- (11) On the first R 15 000 of the market value of a property assigned in the valuation roll or supplementary valuation roll to a category determined as residential property or multiple used property provided that one or more component is used for residential purposes.
- (12) On property registered in the name of and used primarily as a place of public worship by a religious community, including an official residence registered in the name of that community, which is occupied by an office-bearer of that community who is, officiates at services at that place of worship.

(The exclusion lapses if not used for the purposes as indicated above).

(See conditions under section 17(2-5) of the Property Rates Act)

12. EXEMPTIONS, REBATES AND REDUCTIONS

The following criteria may be taken into consideration for the purpose of granting exemptions, reductions and rebates:

- indigent status of the owner of a property;
- income of the owner and/or household on a property;
- Owners temporarily without income
- The services provided to the community by public service organisations
- The need to preserve the cultural heritage of the local community
- The need to encourage the expansion of public service infrastructure
- The indispensable contribution which property developers make towards local economic development and the continuing needs to encourage such development
- market value of residential property below a determined threshold;
- owners of property situated within an area affected by –
 - a disaster within the meaning of the Disaster Management Act, 2002 (Act No. 57 of 2002); or
 - any other serious adverse social or economic conditions;
- zoning and/or actual use of the property; and
- availability of services funded by rates for a property.

(d) To qualify for the rebate a property owner must:

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- a. occupy the property as his/her normal residence;
- b. be at least 60 years of age **or** in receipt of a disability pension from the Department of Welfare and Population Development;
- c. be in receipt of a total monthly income from all sources (including income of spouses of owner) not exceeding the amount annually set by the council;
- d. not be the owner of more than one property; and
- e. provided that where the owner is unable to occupy the property due to no fault of his/her own, the spouse or minor children may satisfy the occupancy requirement.

Property owners must apply on a prescribed application form for a rebate as determined by the municipality.

Applications must be accompanied by—

- a. a certified copy of the identity document or any other proof of the owner's age which is acceptable to the municipality;
 - b. sufficient proof of income of the owner and his/her spouse;
 - c. an affidavit from the owner;
 - d. if the owner is a disabled person proof of a disability pension payable by the state must be supplied; and
 - e. if the owner has retired at an earlier stage for medical reasons proof thereof must be submitted.
- iv. These applications must reach the municipality before the end of May preceding the start of the new municipal financial year for which relief is sought.
 - v. The municipality retains the right to refuse rebates if the details supplied in the application form are incomplete, incorrect or false.
- (c) Owners who are temporarily without income due to economic/labour circumstances or for reasons beyond their control

These applications must reach the municipality before the end of May preceding the start of the new municipal financial year for which relief is sought.

The municipality retains the right to refuse rebates if the details supplied in the application form are incomplete, incorrect or false

- (d) Owners of rateable property registered in the name of institutions or organisations, which in the opinion of the council, performs welfare, charitable and humanitarian work; cultural work; amateur sport and social activities; protect or maintain collections or buildings of historical or cultural interest, including art galleries, archives and libraries; conservation; environment and animal welfare; education and development; health care; agricultural (Experimental farms); municipal property and usage where the council is engaged in land sales transactions which take place after the financial year has started; where the municipality register a road reserve or servitude on a privately owned property a pro-rata rebate equal to the value of the reserve or servitude will be given to the owner; state hospitals, clinics and institutions for mentally ill persons, which are not performed for gain.

These applications must reach the municipality before the end of May preceding the start of the new municipal financial year for which relief is sought.

The municipality retains the right to refuse rebates if the details supplied in the application form are incomplete, incorrect or false.

13.1 EXEMPTIONS

The following properties **may be** exempted from rates

- (i) municipal properties
- (ii) municipal public infrastructure
- (iii) informal settlements
- (iv) museums
- (v) national monuments
- (vi) property lower in value than the amount determined by the municipality
- (vii) a right registered against immovable property
- (viii) public benefit organisations use their property for specific public benefit activities and listed in part 1 of the 9th schedule of the Income Tax Act
- (ix) Cemeteries & Crematoriums
- (x) 30% of Public Service Infrastructure

13.2 REBATES

Categories of properties & owners

(1) Rebates for the following categories of owners will be considered:

(a) Rebates in respect of income categories:

The following owners may be granted a rebate on, or a reduction in the rates payable on their property if they meet the following criteria-

- Registered owner of the property that resides on the property;
- Income must not exceed an amount annually set by the Council

(b) Public benefit organisations:

(i) Welfare and humanitarian

Rateable property registered in the name of an institution or organisation, which, in the opinion of the council, performs welfare and humanitarian work as contemplated in the ninth Schedule of the Income Tax Act, 1962 (Act 58 of 1962).

Rateable property, registered in the name of a trustee or trustees or any organisation, which is maintained for the welfare of war veterans.

(ii) Cultural:

Rateable property registered in the name of Boy Scouts, Girl Guides, Sea Scouts, Voortrekkers or any other organisation which in the opinion of the council is similar or any rateable property let by a council to any of the said organizations.

The promotions, establishment, protection, preservation or maintenance of areas, collections or buildings of historical or cultural interest, national monuments, proclaimed national heritage sites, museums, including art galleries, archives and libraries.

(iii) Sports:

Sports grounds used for the purpose of amateur and any social activities, which are connected with such sport.

(iii) Conservation, environment and animal welfare:

Means properties that is registered in the name of an organisation or institution that is engaging in the conservation, rehabilitation or protection of the natural environment, including flora and fauna. Rateable property registered in the name of an institution or organisation, which has as its exclusive objective the protection of tame or wild animals or birds.

(v) Education and development:

Rateable property registered in the name of an educational institution established, declared or registered by or under any law.

(vi) Health care:

Rateable property registered in the name of an institution or organisation which has as its exclusive objective is health care or counselling of terminally ill persons or persons with a severe physical or mental disability and persons affected with HIV/AIDS.

(c) Agricultural (Experimental Farms):

Rateable property, registered in the name of an agricultural society affiliated to or recognised by the South African Agricultural Union, which is used for the purposes of such a society.

(d) Municipal property and usage:

A pro-rata rebate will be granted where the municipality is engaged in land sales transactions which have taken place after the financial year has started.

Where the municipality register a road reserve or servitude on a privately owned property a pro-rata rebate equal to the value of the reserve or servitude will be given to the owner of the property.

(e) Municipal interim valuation:

When a municipal interim valuation is effected during a financial year a pro-rata rebate will be given from the beginning of the financial year until the interim valuation became effective as per Section 78 (2)b of the Act.

(f) Rateable property registered in the name of the Council, if such property is used in supplying electricity, water, or sewerage services

(g) State hospitals, state clinics and institutions for mentally ill persons, which are not operated for gain;

(h) Rateable property registered in the name of an institution or organisation which, in the opinion of the Council, performs charitable work;

(i) Agricultural properties will be granted rebates as determined by Council in its annual Budget. From the 2013/14 financial year it will be:

i. 75% rebate on residential usage in terms of the Act's Ratio Regulations.

ii. A further 10% rebate calculated as follows:

1. 0 – 5 houses on property	1%
2. 6 -10 houses on property	2%
3. 11-15 houses on property	3%
4. 16 -20 houses on property	4%
5. >20 houses on property	5%
6. If electricity provided to worker's houses	0.25%
7. If water is provided to worker's houses	0.25%
8. If sewer is provided to worker's houses	0.25%
9. If refuse is removed from worker's houses	0.25%
10. If school on property	1.00%
11. If sport facilities on property	1.00%
12. If transport is provided to workers	1.00%
13. If training is provided to workers	1.00%

The above additional 10% will only be granted to Bona Fide farmers with submission of the following documentation with their application.

1. Proof of VAT registration
2. Submission of Tax clearance certificate from SARS
3. Existing account must not be in arrears with the Municipality.
4. Copy of I.D. document of all workers residing on the farm

Applications for the rebate must be submitted before the 15 July of the financial year for which relief is sought. The additional rebate can only be granted on the value of property as it appears on the valuation roll. Properties of the same owner but valued separately cannot be added together for the calculation purposes.

13.3 REDUCTIONS

Categories of property

- (1) A reduction in the municipal valuation as contemplated in section 15(1)(b) of the Act will be granted where the value of a property is affected by fire damage, demolition or floods or any area declared as a disaster area in terms of the Disaster Management Act

The reduction will be in relation to the certificate issued for this purpose by the municipal valuer

- (2) any other serious adverse social or economic condition;

14. COSTS OF EXEMPTIONS, REBATES, REDUCTIONS, PHASING IN OF RATES

- (1) During the budget process the Chief Financial Officer must inform council of all the costs associated with the suggested exemptions, rebates, reductions, phasing in of rates.
- (2) Provisions must be made in the operating budget –
 - (a) for the full potential income associated with property rates; and
 - (b) for the full costs associated with exemptions, rebates, reductions, phasing in of rates.
 - (c) A list of all exemptions, rebates, reductions, exclusions, phasing in etc. must be tabled before council.

15. ADDITIONAL RATING AREA

The municipality may by council resolution determine an area within its boundaries as a special rating area for the purpose of raising funds for improving or upgrading that area; and differentiate between categories of property when levying an additional rate

Before determining a special rating area the municipality must consult the local community on the proposed boundaries of the area, the proposed improvement or upgrading of the area and obtain the consent of the majority of the ratepayers in that proposed special rating area.

The municipality must determine the boundaries and indicate how the area is to be improved or upgraded by the funds derived from the additional rate. Establish a separate accounting and record-keeping system regarding the

revenue generated by the special rate and the improvement or upgrading of the area.

The municipality may establish a committee composed of persons representing the community to act as a consultative and advisory forum. Representatively, including gender must be taken into account when such a committee is established.

16. RATE INCREASES

Rate Increases/decreases

- a. The municipality may consider increasing/decreasing rates annually during the budget process.
- b. Rate increases will be used to finance the increase in operating costs of rates funded services.
- c. Rates adjustments may be made taking into account all or any of the following factors:
 - all salary and wage increases as agreed at the South African Local Government Bargaining Council;
 - inflation;
 - the cost of capital;
 - statutory increases affecting the Municipality; and
 - increases or decreases on operating subsidies received

17. LOCAL, SOCIAL AND ECONOMIC DEVELOPMENTS

The municipality may grant rebates to organisations that promote local, social and economic development in its area of jurisdiction based on the criteria determined in its local, social and economic development policy. The following criteria will apply:

- (a) job creation in the municipal area;
- (b) social upliftment of the local community; and poverty alleviation to the indigents
- (c) Improve local economic growth
- (d) Promote service delivery

18. NOTIFICATION OF RATES

- (1) The council will give notice of all rates approved at the annual budget meeting at least 30 days prior to the date that the rates become effective. Accounts delivered after the 30 days notice will be based on the new rates.
- (2) A notice stating council's resolution, date on which the new rates shall become operational will be published in the media and the ***Provincial Gazette*** and displayed by the municipality at places installed for that purpose.

19. CORRECTION OF ERRORS AND OMISSIONS

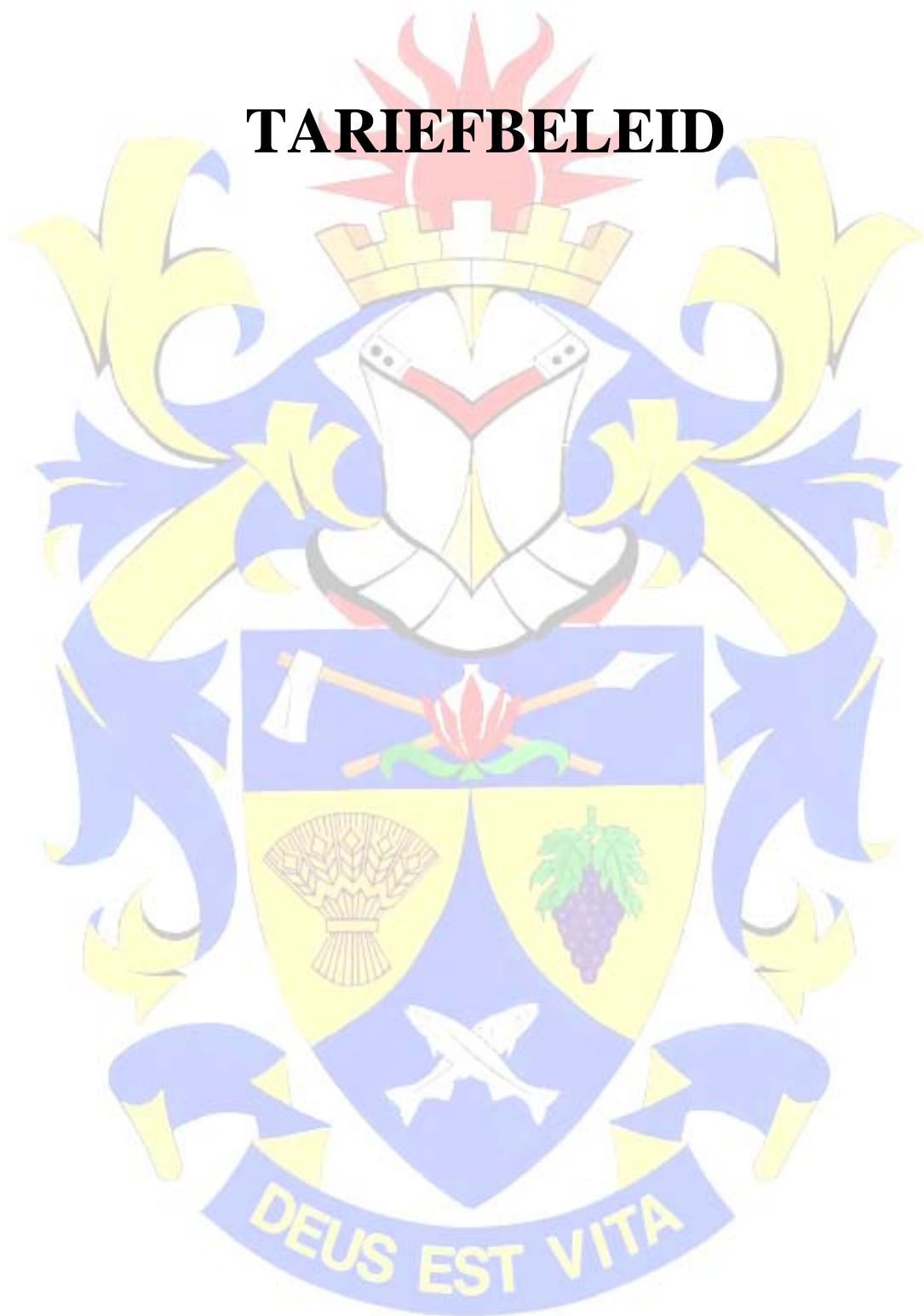
Where the rates levied on a particular property have been incorrectly determined, whether by an error or omission on the part of the municipality, or false information provided by the property owner concerned, or a contravention of the permitted use to which the property concerned may be put, the rates payable shall be appropriately adjusted for the period extending from the date on which the error or omission is detected, back to the date on which rates were first levied in terms of the current valuation roll. In addition, where the error occurred because of false information provided by the property owner or because of a contravention of the permitted use of the property concerned, interest on the unpaid portion of the adjusted rates payable shall be levied at the maximum rate permitted by prevailing legislation.

20. SHORT TITLE

This policy is the **Rates Policy** of the **Bergvriër Local Municipality**

BERGRIVIER MUNISIPALITEIT

TARIEFBELEID



I N H O U D S O P G A W E

DEEL 1:	ALGEMENE INLEIDING EN DOELWIT
DEEL 2:	ALGEMENE BEGINSELS
DEEL 3:	BEPALING VAN TARIWE VIR GROOTMAAT DIENSTE
DEEL 4:	ELEKTRISITEIT
DEEL 5:	WATER
DEEL 6:	VULLISVERWYDERING
DEEL 7:	RIOOL
DEEL 8:	ANDER TARIWE
DEEL 9:	BESKIKBAARHEIDSFOOIE

DEEL 1

ALGEMENE INLEIDING EN DOELWIT

- 1.1 Ingevolge die bepalinge van artikel 74 van die Wet op Plaaslike Regering: Munisipale Stelselswet 32 (2000), moet 'n tariefbeleid saamgestel, goedgekeur en geïmplementeer word en moet sodanige beleid onder andere voorsiening maak vir die heffing van fooie vir die lewering van munisipale dienste deur die munisipaliteit self of ooreenkomstig dienslewering-ooreenkomste. Tans word 'n artikel 78-ondersoek gedoen ten opsigte van die verspreiding en suiwering van water, maar word alle munisipale dienste tans gelewer deur die Munisipaliteit en is geen dienslewering ooreenkomste van toepassing nie.
- 1.2 Die tariefbeleid is saamgestel met inagneming, waar toepaslik, van die riglyne soos uiteengesit in artikel 74 (sien deel 9 van die beleid).
- 1.3 Wanneer die Raad die jaarlikse tariewe vasstel, moet tariewe wat elders geld in die Weskus Distriksgebied in ag geneem word asook die impak wat die raad se eie tariewe kan hê op plaaslike ekonomiese ontwikkeling.

DEEL 2

ALGEMENE BEGINSELS

- 2.1 Dienstetariewe wat neergelê word deur die munisipaliteit moet gesien word as verbruikersheffings en nie as belastinge nie en dus kan die vermoë om te betaal vir die dienste van die betrokke verbruikers of gebruikers van dienste waarop die tariewe van toepassing is, nie as relevante kriteria oorweeg word nie (behalwe in die geval van noodlenigingsmaatreëls soos van tyd tot tyd goedgekeur deur die munisipaliteit).
- 2.2 Die munisipaliteit moet toesien dat tariewe eenvormig en regverdig deur die hele munisipale gebied toegepas word.
- 2.3 Tariewe vir die vier grootste dienste wat deur die munisipaliteit gelewer word, naamlik:
 - 2.3.1 elektrisiteit
 - 2.3.2 water
 - 2.3.3 riool (afvalwater)
 - 2.3.4 vullisverwydering (soliede afval)

moet sover moontlik uitgawes verhaal wat verband hou met die lewering van elke betrokke diens en die rekening bedryf soos handelsrekenings, behalwe in die geval van vullisverwydering. Die tarief wat deur 'n bepaalde verbruiker of verbruiker betaal word, moet direk verband hou met die diens gelewer en die hoeveelheid wat gebruik is.

(Let wel: Belastinge word eksklusief aangespreek in 'n belastingbeleid en word gevolglik uitgesluit uit hierdie beleidsdokument)

- 2.4 Die munisipaliteit moet, sover as wat omstandighede dit toelaat, toesien dat tariewe gehef met betrekking tot voorgaande dienste, binne 'n finansiële jaar 'n bedryf surplus van minimum 10% sal laat realiseer met die opstel en goedkeuring van die jaarlikse bedryfs begroting. Sodanige surplusse moet aangewend word vir die verligting van eiendomsbelasting en die gedeeltelike finansiering van algemene dienste of vir die toekomstige kapitaal uitbreiding van die betrokke diens, of albei. (Hierdie bepaling is egter nie van toepassing op die vullisverwyderings diens nie).
- 2.5 Die Raad moet 'n noodlenigingshulpprogram vir die munisipale gebied ontwikkel, goedkeur en ten minste jaarliks hersien. Die program moet die munisipaliteit se invorderingsbeleid duidelik uiteensit ten opsigte van tariewe wat gehef is op geregistreerde hulpbehoewendes en die implikasie van so 'n beleid op ander verbruikers en verbruikers in die munisipale gebied. (Vir die doel het die Raad reeds 'n volledige goedgekeurde hulpverleningbeleid aan armlastige gesinne – 'indigent').
- 2.6 Die munisipaliteit kan, in lyn met die beginsels vervat in die Grondwet en ander wetgewing ten opsigte van plaaslike regering, onderskeid tref tussen die verskillende verbruikers- en verbruikerskategorieë met betrekking tot die tariewe wat gehef word. Sulke onderskeid moet nogtans te alle tye redelik wees en moet volledig uiteengesit word in elke jaarlikse begroting.
- 2.7 Die munisipaliteit se tariefbeleid moet deursigtig wees en die mate waartoe daar 'n kruissubsidie tussen die kategorieë verbruikers en verbruikers bestaan, moet duidelik wees vir alle verbruikers en verbruikers van die betrokke diens.
- 2.8 Die munisipaliteit moet verder toesien dat die tariewe maklik verstaanbaar is deur alle verbruikers en verbruikers wat deur die tariefbeleid geraak word.
- 2.9 Die munisipaliteit moet ook toesien dat dienste koste-effektief gelewer word ten einde die beste moontlike koste van dienslewering te verseker.
- 2.10 In die geval waar dienste direk gemeet kan word, naamlik elektrisiteit en water, moet die verbruik van hierdie dienste behoorlik gemeet word deur die munisipaliteit en meters moet op 'n maandelikse basis gelees word, soos omstandighede dit redelik toelaat, of waar nie van voorafbetaalde meters gebruik gemaak word nie. Die kostes wat ten opsigte van verbruikers gehef word, moet in verhouding wees met die hoeveelheid eenhede wat hulle verbruik.
- 2.11 Daarbenewens kan die munisipaliteit maandeliks beskikbaarheidsfooie of basiese fooie hef vir die betrokke dienste en kostes moet bepaal word vir elke tipe diens soos bepaal ingevolge die beleidsriglyne hieronder uiteengesit. Gewoonlik betaal verbruikers van water en elektrisiteit dus twee heffings: basiese vaste koste, wat nie verband hou met die volume van verbruik nie en wat gehef word ten opsigte van die beskikbaarheid van die betrokke diens; die ander hou direk verband met die verbruik van die betrokke diens.

- 2.12 Wanneer die koste van water, elektrisiteit en riooldienste oorweeg word, moet die munisipaliteit die kapitaalkoste in ag neem met betrekking tot die daarstelling en uitbreiding van sodanige dienste en van die gevolglike vaste koste in teenstelling met die wisselende koste om hierdie dienste te administreer. Die munisipaliteit moet dus onderneem om die bestuur en uitbreiding van dienste versigtig te beplan ten einde te verseker dat voldoende voorsiening gemaak is ten opsigte van sowel die huidige asook toekomstige verbruik en dat hierdie vlakke, wat kan wissel, oor korter tydperke ook aangespreek word. Dit kan beteken dat die dienste teen minder as die volle kapasiteit oor verskillende tydperke gelewer word en moet voorsiening in die jaarlikse tariewe gemaak word vir die koste verbonde aan hierdie surplus kapasiteit.
- 2.13 Wanneer 'n tweeledige tariewestruktuur, naamlik die beskikbaarheid fooi (basiese fooi) gekoppel aan 'n heffing, asook op verbruike, goedgekeur word, is die munisipaliteit van mening dat voldoende voorsiening gemaak is in die behoeftes van beide toekomstige ontwikkeling en wisselende aanvraag siklusse asook ander afwykings.
- 2.14 Dit word ook aanvaar dat 'n gedeelte van die munisipaliteit se tariewe beleid vir elektriese dienste moet verseker dat sodanige verbruikers, wie hoofsaaklik verantwoordelik is vir spits tyd verbruik en gevolglik verwante gebruik heffings by Eskom tot gevolg het, die koste ten opsigte van hierdie heffings moet dra. Vir hierdie doeleindes moet die munisipaliteit meters installeer ten einde die maksimum aanvraag van sodanige verbruikers oor 'n bepaalde tydperk te monitor. Hierdie verbruikers betaal dus die betrokke aanvraag heffing sowel as 'n dienste-heffing wat direk verband hou met die werklike verbruik van elektrisiteit gedurende die bepaalde meter tydperk.
- 2.15 Die Raad kan ook as aansporingsmaatreëls om ontwikkeling te stimuleer en aan te moedig, tariewe en heffings vrystel, tydelik vrystel en/of rabatte instel. Die toekenning van aansporingsmaatreëls sal in elk geval op meriete, individueel beoordeel word en sal die toekenning daarvan gebaseer word op grond van swartbemaatting, werkskepping, ens.)

DEEL 3

BEPALING VAN TARIEWE VIR GROOTMAAT DIENSTE

- 3.1 Ten einde tariewe te bepaal wat gehêf moet word vir die verskaffing van die vier groot dienste, moet die munisipaliteit die lopende koste identifiseer, wat die volgende insluit:
- 3.1.1 Koste van grootmaat aankope in die geval van water en elektrisiteit;
 - 3.1.2 Verspreidingskoste;
 - 3.1.3 Verspreiding verliese in die geval van elektrisiteit en water.
 - 3.1.4 Waardevermindering;
 - 3.1.5 Onderhoud van infrastruktuur en ander vaste bates;
 - 3.1.6 Administrasie en dienste koste, insluitend –

- 3.1.6.1 kostes gehef deur ander departemente;
- 3.1.6.2 redelike algemene oorhoofse uitgawes, byvoorbeeld koste wat verband hou met die kantoor van die munisipale bestuurder.
- 3.2 Voldoende bydraes met betrekking tot slegte skuld.
- 3.3 Alle ander werk uitgawes wat verband hou met die betrokke diens, insluitend, in die geval van elektrisiteit, die koste om straatbeligting in die munisipale gebied te voorsien (let wel – die koste van die demokratiese proses binne die munisipaliteit, d.i. alle uitgawes wat verband hou met die politieke struktuur van die munisipaliteit, moet deel vorm van die uitgawes wat gefinansier word deur erfbelasting en algemene inkomstes, en mag nie ingesluit word in die koste van grootmaat dienste gelewer deur die munisipaliteit nie).
- 3.4 Die verwagte surplus wat vir die finansiële jaar gegeneer word, moet soos volg aangewend word:
- 3.5 toewysing aan kapitaal reserwes; en/of
- 3.6 in die algemeen om belasting en algemene dienste te verlig.
- 3.7 Die koste van goedgekeurde gratis basiese dienste:
 - 3.7.1 Die munisipaliteit verskaf die eerste 50kwh elektrisiteit per maand gratis aan alle verbruikers ⁱ. Geregistreerde hulpbehoewende verbruikers ontvang die eerste 6kl water gratis per maand. Die munisipaliteit moet voorts hulp verleen met betrekking tot tariewe vir riool en vullisverwydering ten opsigte van hulpbehoewendes in die mate waartoe die Raad sodanige hulp as bekostigbaar beskou ingevolge elke jaarlikse begroting, maar met die verstandhouding dat sodanige hulp nie minder nie as 'n rabat van 50% beloop op die maandelikse rekening vir die betrokke diens gelewer.
 - 3.7.2 Omdat water so 'n skaars nasionale bron is en die munisipaliteit daartoe verbind is tot spaarsamige bewaring van sulke bronne, moet die tarief wat gehef word vir huishoudelike waterverbruik, eskaleer in verhouding met die volume water wat verbruik word. Die tarief vir huishoudelike verbruik moet gebaseer wees op 'n maandelikse verbruik
 - tot en met 6kl,
 - 6kl tot 19kl ;
 - 20kl tot 49kl;
 - 50kl tot 99kl;
 - 100kl tot 199kl,
 - 200kl tot 999kl,
 - 1000kl tot 1499kl;
 - 1500kl tot 1999kl;
 - en meer as 2000kl.

(Let wel): Bogenoemde glyskaal van tariewe kan tydens noodmaatreëls as gevolg van waterskaarste aangepas word met ‘straf’ tariewe as water beperkende maatreëls en as ‘n instrument om waterbesparings af te dwing.

Tariewe ten opsigte van voorafbetaalde meters verskil van die gewone verbruikers tariewe wat gehef word per kategorie verbruiker, maar geen beskikbaarheid fooi mag gehef word op eiendom waar voorafbetaalde meters geïnstalleer is nie. Die onderskeid word getref ter wille van die finansiële voordele wat voorafbetaalde meters inhou vir die betrokke dienste.

DEEL 4

ELEKTRISITEIT

4.1 Die toepaslike tariewe, soos goedgekeur deur die Raad, moet gehef word ten opsigte van die onderskeie kategorieë elektrisiteitsverbruikers, soos hieronder uiteengesit,

4.2 Tariefaanpassings sal in werking tree vanaf die eerste rekening wat gelewer word na 1 Julie van elke jaar.

4.3 Die verbruiks- en heffingskategorieë is soos volg:

- 4.3.1 Alle gemete elektrisiteitsverbruikers moet ‘n rekening ontvang ten opsigte van elektrisiteitsverbruik, gehef teen die toepaslike kategorie waarin die betrokke verbruiker val.
- 4.3.2 Die tarief vir huishoudelike elektrisiteitsverbruik mag nie 75% per kwh. van die tarief van toepassing op ander verbruikers oorskry nie. Alle ander verbruikers, insluitende besighede, nywerhede en institusionele verbruikers moet dieselfde tarief per kwh. betaal.
- 4.3.3 Alle huishoudelike elektrisiteitsverbruikers van die munisipaliteit kry die eerste 50kwh (vyftig) elektrisiteit verbruik per maand gratisⁱⁱ.
- 4.3.4 Alle ander huishoudelike elektrisiteitsverbruikers, behalwe geregistreerde hulpbehoewendes en verbruikers met voorafbetaalde meters, moet addisioneel aangeslaan word vir ‘n basiese heffing per geïnstalleerde meter.
- 4.3.5 Alle handels-, nywerheids- en ander nie-huishoudelike eiendom moet addisioneel aangeslaan word met ‘n maandelikse basiese heffing per meter en waar toepaslik, moet ‘n aanvraagheffing wat verband hou met hulle onderskeie vlakke van verbruik, ingestel word.
- 4.3.6 Die munisipaliteit se departementele elektrisiteitsverbruik moet teen kosprys gehef word.

DEEL 5

WATER

- 5.1 Die kategorieë van waterverbruik soos hieronder uiteengesit, moet gehef word teen die toepaslike tariewe soos goedgekeur deur die Raad tydens elke jaarlikse begroting.
- 5.2 Tarief aanpassings sal in werking tree vanaf die eerste rekening wat gelewer word na 1 Julie van elke jaar.
- 5.3 Die kategorieë van verbruik en heffings is soos volg:
- 5.3.1 Hulpbehoewende huishoudelike waterverbruikers wat vir een of meer dienste van die Raad aangesluit is, ontvang die eerste 6 (ses) kl. water wat per maand gebruik word, gratis. Daarna sal 'n progressiewe tarief per kl. geld soos vasgestel deur die Raad van tyd tot tyd en soos uiteengesit in Deel 3 van hierdie beleidⁱⁱⁱ.
 - 5.3.2 Alle ander huishoudelike verbruikers sal aangeslaan word vir werklike waterverbruik teen 'n progressiewe tarief per kl. soos vasgestel deur die Raad van tyd tot tyd en soos uiteengesit in Deel 3 van hierdie beleid.
 - 5.3.3 Die tarief van toepassing op huishoudelike waterverbruik mag nie die toepaslike tarief ten opsigte van ander verbruikers met 75% oorskry nie. Alle ander verbruikers, met die uitsondering van die deur die raad bepaal, insluitende besighede, nywerhede en institusionele verbruikers, moet dieselfde enkele tarief per kl. betaal, ongeag die volume water wat verbruik is.
 - 5.3.4 'n Basiese heffing per watermeter kan deur die Raad van tyd tot tyd vasgestel word en sal geld ten opsigte van alle waterverbruikers, behalwe vir verbruikers met voorafbetaalde meters.
 - 5.3.5 Die munisipaliteit se departementele waterverbruik sal teen kosprys aangeslaan word.

DEEL 6

VULLISVERWYDERING

- 6.1 Die kategorieë vullisverwyderingverbruikers soos hieronder uiteengesit, moet aangeslaan word teen die toepaslike tariewe, soos goedgekeur deur die Raad tydens elke jaarlikse begroting.
- 6.2 Tariefaanpassings sal in werking tree vanaf die eerste rekening wat gelewer word na 1 Julie van elke jaar.

- 6.3 'n Aparte vaste maandelikse vullisverwyderingheffing is op elk van die volgende kategorieë verbruikers van toepassing, gebaseer op die koste van die betrokke diens:
- 6.4 Huishoudelike en ander verbruikers (verwydering een keer per week)
- 6.5 Besighede en ander verbruikers (verwydering twee keer per week)
- 6.6 Groter besighede en ander verbruikers (verwydering drie keer per week)
- 6.7 Besighede en ander (grootmaatverbruikers)
- 6.8 Geregistreerde hulpbehoewendes kan rabat kry op hierdie heffing soos deur die Raad bekostigbaar geag tydens die goedkeuring van elke jaarlikse begroting, maar met die verstandhouding dat sodanige rabat nie minder as 50% van die maandelikse rekening ten opsigte van die vullisverwydering heffing beloop nie.
- 6.9 'n Vaste maandelikse heffing, wat nie die huishoudelike heffing mag oorskry nie, is betaalbaar deur die munisipaliteit se departemente.

DEEL 7

RIOOL

- 7.1 Die kategorieë van rioolverbruikers soos hieronder uiteengesit moet maandeliks aangeslaan word teen die toepaslike tarief soos goedgekeur deur die Raad tydens elke jaarlikse begroting.
- 7.2 Tariefaanpassings sal in werking tree vanaf die eerste rekening wat gelewer word na 1 Julie van elke jaar.
- 7.3 Die kategorieë vir gebruik en heffings is soos volg:
- 7.3.1 'n Vaste maandelikse fooi gebaseer op die koste van die diens moet gehef word ten opsigte van alle huishoudelike wooneenhede insluitende woonstelle, deeltitel- en tyddeeleenhede.
- 7.3.2 Geregistreerde hulpbehoewendes kan rabatte ontvang mits die Raad dit as bekostigbaar ag tydens die goedkeuring van elke jaarlikse begroting, maar met die verstandhouding dat hierdie rabatte nie minder as 50% van die maandelikse rekening vir hierdie diens sal beloop.
- 7.3.3 'n Vaste maandelikse fooi, gebaseer op die koste vir die diens moet gehef word ten opsigte van alle besighede, nywerhede en institusionele verbruikers.
- 7.3.4 'n Vaste maandelikse fooi gelykstaande aan die laagste (huishoudelike) tarief, moet gehef word ten opsigte van die munisipaliteit se departemente.
- 7.3.5 'n Afvalwaterfooi is voorts betaalbaar deur fabriek en ander nywerhede waar afvalwater, wat afkomstig is vanaf hierdie verbruikers, spesiale suiweringsmaatreëls deur die munisipaliteit vereis. Sodanige fooie moet gebaseer wees op die toksiese inhoud van die betrokke afvalwater en die koste vir die suiwing.

DEEL 8

ANDER TARIWE

- 8.1 Ander tariewe = Alle tariewe uitgesonderd water, elektrisiteit, riool en vullisverwydering.
- 8.2 Alle ander tariewe moet gestandaardiseer wees binne die munisipale gebied
- 8.3 Alle ander tariewe moet deur die Raad goedgekeur word tydens elke jaarlikse begroting en moet, waar raadsaam geag deur die Raad, deur erfbelasting en algemene inkomste gesubsidieer word, veral wanneer die tariewe onekonomies blyk te wees wanneer die betrokke diens se koste gedek moet word, of wanneer die koste nie akkuraat bepaal kan word nie, of wanneer die tarief daarop gemik is slegs om die betrokke diens of gerief te reguleer eerder as te finansier.
- 8.4 Alle ander tariewe waarvoor die munisipaliteit volle beheer het en wat nie direk verband hou met die koste van 'n betrokke diens nie, moet jaarliks aangepas word om ten minste in lyn te wees met die heersende verbruikersprysindeks, mits daar goeie redes is hoekom 'n aanpassing nie gedoen gaan word nie.
- 8.5 Die volgende dienste moet as gesubsidieerde dienste geag word en die tariewe gehef moet ten minstens 50% daarvan dek of so na as moontlik aan 50% of die jaarlikse werklike uitgawes waarvoor begroot is ten opsigte van die betrokke diens:
 - 8.5.1 begrafnisse en begraafplase
 - 8.5.2 huur vir die gebruik van munisipale sportfasiliteite
 - 8.5.3 munisipale swembad
 - 8.5.4 munisipale museums
 - 8.5.5 verwydering van tuin-en besigheidsafval na die munisipale stortingsterrein
 - 8.5.6 ander diverse tariewe bv. Verhuur van toerusting, bouplangelde, grondgebruik beplanning, ens.
- 8.6 Die volgende dienste moet as gemeenskapsdienste beskou word en geen tariewe mag gehef word vir die gebruik daarvan nie:
 - 8.6.1 munisipale biblioteek (behalwe vir boetes)
 - 8.6.2 munisipale tuine en alle ander parke en openbare oop ruimtes
- 8.7 Die volgende dienste moet as ekonomiese dienste beskou word en die tariewe gehef moet 100%, of so na as moontlik aan 100%, die begrote jaarlikse werk uitgawes van die betrokke diens dek.

- 8.7.1 onderhoud van grafte en gedenktuin
- 8.7.2 huishuur
- 8.7.3 huur vir die gebruik van munisipale sale en ander persele (onderworpe aan die voorwaardes soos hieronder uiteengesit)
- 8.7.4 bouplanfooie
- 8.7.5 verkoop van plastiek vullissakke
- 8.7.6 verkoop van vullisdromme
- 8.7.7 skoonmaak van persele
- 8.7.8 elektrisiteit, water, riool, nuwe aansluitingsfooie
- 8.7.9 verkoop van plante
- 8.7.10 fotostatiese afdrukke en fooie
- 8.7.11 uitklaringsertifikate en ander sertifikate (bv. sonering)
- 8.7.12 aansoekfooie vir grondgebruik
- 8.7.13 dorpskaarte en soneringsplanne

8.8 Die volgende heffings en tariewe moet as 'n regulerende of strafmaatreël oorweeg word en moet toepaslik oorweeg word tydens elke jaarlikse begroting.

- 8.8.1 boetes vir verlore of laat biblioteekboeke
- 8.8.2 skutfooie
- 8.8.3 elektrisiteit, water, afsluitings- en aansluitingsfooie
- 8.8.4 boetes en ander heffings neergelê ingevolge die goedgekeurde beleid ten opsigte van kredietbeheer en skuldinvordering
- 8.8.5 boetes vir die indiening van afgekeurde, verouderde, vooruitgedateerde of andersins onaanvaarbare tjeks.

8.9 Markverwante huur moet gehef word ten opsigte van die verhuring van elke munisipale eiendom, insluitende karavaanparke en strandoorde.

8.10 Indien die munisipale bestuurder tevrede is dat sale en persele benodig word vir nie-winsgewende instansies en vir die lewering van 'n diens aan die gemeenskap, kan hy tot 100% afslag toestaan ten opsigte van die betrokke huur.

8.11 Die munisipale bestuurder moet bepaal of enige vrywaring of waarborge gegee moet word ten opsigte van die huur van munisipale sale, persele en sportgronde en moet in ag neem watter skade die munisipaliteit kan ly as gevolg van die gebruik van die betrokke fasiliteite.

DEEL 9:

BESKIKBAARHEIDSFOOIE

- 9.1 Besikbaarheid fooie, soos jaarliks in sy begroting deur die raad bepaal, ten opsigte van Water, Elektrisiteit, Riool en Vullisverwydering is betaalbaar deur alle eienaars van onbeboude eiendomme waar geeneen van die dienste aangesluit is nie maar redelikerwys aangesluit kan word. Indien een of meer van hierdie dienste aangesluit word, sal die basiese fooie t.o.v. al die dienste wat redelikerwys aangesluit kan word, geld soos bepaal in die gedeelte van hierdie beleidsdokument wat daarmee handel.
- 9.2 Dat leë erwe met 'n markwaarde van minder as R20 000 soos aangedui op die waardasierol van die Munisipaliteit kwytgeskeld word van beskikbaarheidsgelde vir 'n tydperk van een jaar na oordrag van die eiendom om sodoende sodanige eienaar die geleentheid te bied om finansiële hulp te bekom vir die aanbring van verbeterings op die erf.

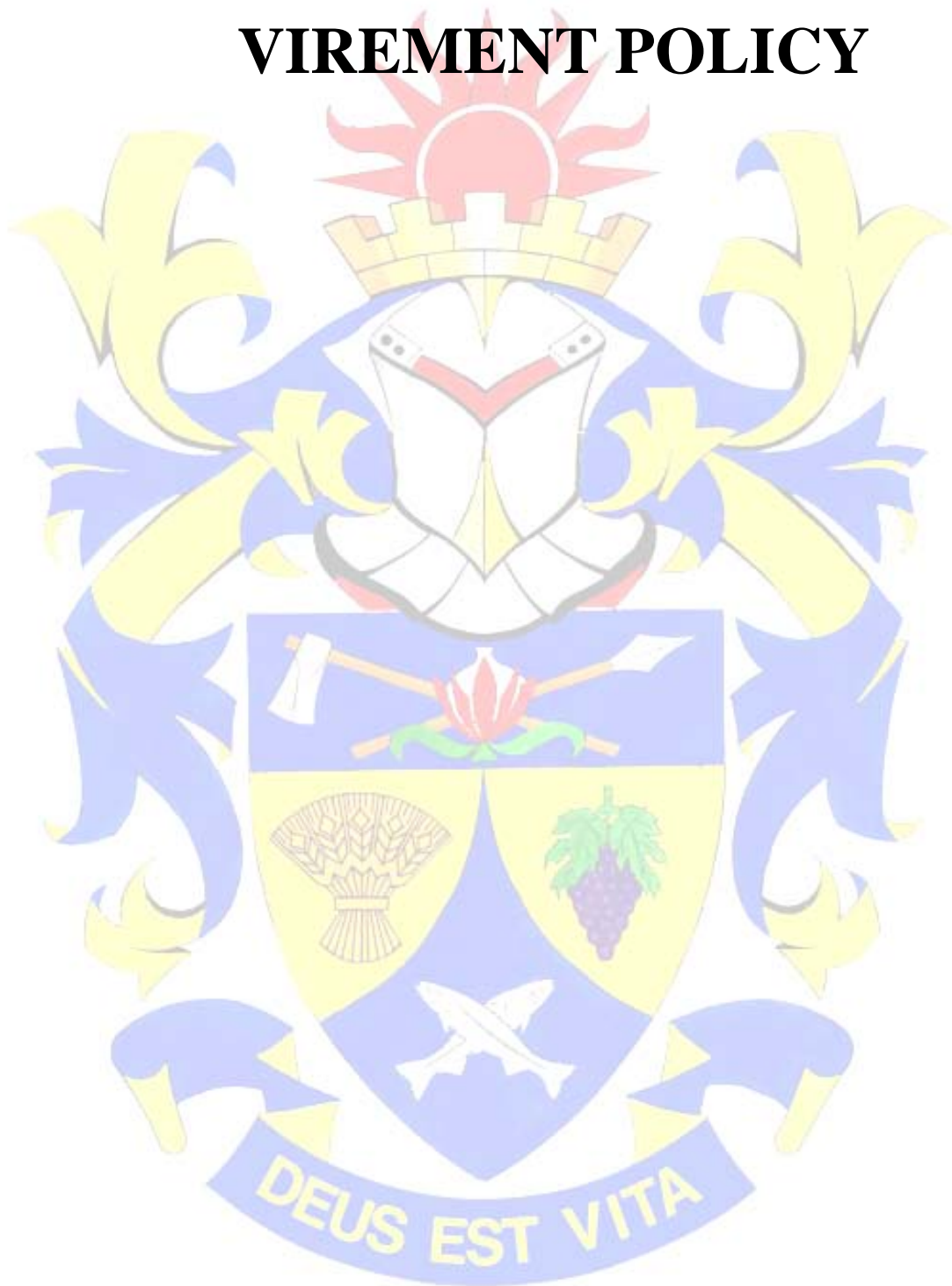
ⁱ 22 Mei 2009

ⁱⁱ 22 Mei 2009

ⁱⁱⁱ 22 Mei 2009

BERGRIVIER MUNICIPALITY

VIREMENT POLICY



VIREMENT POLICY Approved - MARCH 2010

1 INTRODUCTION

- 1.1 Webster's New Millennium Dictionary of English defines "Virement" as "a regulated transfer or reallocation of money from one account to another, especially public funds."
- 1.2 A virement represents a flexible mechanism to effect budgetary amendments within a municipal financial year.
- 1.3 Changing circumstances and priorities during a financial period may give rise to a need to virement (transfer) funds within or between approved Votes, as defined in the Municipal Finance Management Act 56 of 2003(MFMA). The treatment of such instances may, however, be dependent on whether an adjustment budget is required or not.

2 PURPOSE

- 2.1 The Chief Financial Officer has a statutory duty to ensure that adequate policies and procedures are in place to ensure an effective system of financial control. A municipality's virement policy and its underlying administrative process within the system of delegations is one of these controls.
- 2.2 Section 81(1)(d) of the MFMA states inter alia that "The chief financial officer of a municipality...must advise senior managers and other senior officials in the exercise of powers and duties assigned to them in terms of section 78 or delegated to them in terms of section 79;..."
- 2.3 It is the responsibility of each Director to which funds are allocated, to plan and conduct assigned operations so as not to expend more funds than budgeted and to ensure that funds are utilized effectively and efficiently.
- 2.4 Section 78(1)(b) of the MFMA states inter alia that:

"Each senior manager of a municipality and each official of a municipality exercising financial management responsibilities must take all reasonable steps within their respective areas of responsibility to ensure...that the financial and other resources of the municipality are utilized effectively, efficiently, economically and transparently..."
- 2.5 This policy aims to provide guidelines to senior management in the use of

virements as a mechanism in their day to day management of their budgets.

In addition it specifically aims to empower senior managers with an efficient financial– and budgetary system to ensure optimum service delivery within the current legislative framework of the MFMA and the municipality's system of delegations.

3 DEFINITIONS

3.1 ***Accounting Officer (MFMA)***

(a) in relation to a municipal official referred to in Section 60 of the MFMA

3.2 ***Approved budget (MFMA)***

(a) means an annual budget approved by a municipal council, or

(b) approved by a provincial or the national executive following an intervention in terms of section 139 of the Constitution, and includes such an annual budget as revised by an adjustments budget in terms of section 28

3.3 ***Chief Financial Officer (MFMA)***

“a person designated in terms of section 80(2)(a)”

3.4 ***Cost Centre***

A Cost Centre is a logical point at which cost (expenditure) is managed by a responsible cost centre owner. A cost centre is identified by the first 3 digits of the ledger account number.

3.5 ***Cost Item***

Cost items distinguish between different cost sections or categories of expenditure. These are identified by the next 3 digits of the ledger account number.

3.6 **Director**

Section 56 of the System Act states inter alia that:

"Appointment of managers directly accountable to municipal managers (a) a municipal council, after consultation with the municipal manager, appoints a manager directly accountable to the municipal manager..."

3.7 **Financial Year**

The 12 month period between 1 July and 30 June of the following year.

3.8 **Vote (MFMA)**

3.8.1 "(a) one of the main segments into which a budget of a municipality is divided for the appropriation of money for the different departments or functional areas of the municipality, and

(b) which specifies the total amount that is appropriated for the purposes of the department or functional area concerned."

3.8.2 In the case of the Bergrivier Municipality the definition of Vote is set at Directorate level, with the exception being tariff funded services as a result of their closed account nature e.g. Electricity (*Cost Centre 621&622*), Water (*Cost Centre 511*), Waste Management (*Cost Centre 171*) and Waste Water Management (*Cost Centre 291*). In these cases "vote" is set at cost centre level.

3.9 **Virement**

The process of transferring an approved budgetary provision from one operating cost centre or capital project to another within a vote during a municipal financial year and which results from changed circumstances from that which prevailed at the time of the budget adoption.

4 **MFMA REGULATIONS ON BUDGET VERSUS EXPENDITURE**

4.1 The MFMA regulates as follows regarding the incurring of expenditure against budgetary provisions.

4.1.1 Section 15

Appropriation of funds for expenditure "A municipality may, except where otherwise provided in this Act, incur expenditure only

(a) in terms of an approved budget, and

(b) within the limits of the amounts appropriated for the different votes in an approved budget.”

4.1.2 Unauthorized Expenditure (MFMA Definition)

“in relation to a municipality, means any expenditure incurred by a Municipality otherwise than in accordance with section 15 of 11(3), and includes

- (a) Overspending of the total amount appropriated in the municipality’s approved budget
- (b) Overspending of the total amount appropriated for a vote in the approved Budget
- (c) Expenditure from a vote unrelated to the department or functional area covered by the vote
- (d) Expenditure of money appropriated for a specific purpose, otherwise than for that specific purpose
- (e) Spending of an allocation referred to in paragraph(b), (c) or (d) of the definition of “allocation” otherwise than in accordance with any conditions of the allocation, or
- (f) A grant by the municipality otherwise than in accordance with this Act”

4.1.3 Overspending (MFMA Definition)

“in relation to the budget of a municipality means

- (a) causing the operational or capital expenditure incurred by the municipality during a financial year to exceed the total amount appropriated in that year's budget for its operational or capital expenditure, as the case may be;
- (b) in relation to a vote, means causing expenditure under the vote to exceed the amount appropriated for that vote; or
- (c) in relation to expenditure under section 26, means causing expenditure under that section to exceed the limits allowed in subsection (5) of that section;”

4.1.4 Section 71(1)(g)(iii) states inter alia

“(1) The accounting officer of a municipality must by no later than 10 working days after the end of each month submit to the mayor of the municipality and the relevant provincial treasury a statement in the prescribed format on the state of the municipality's budget reflecting the following particulars for that month and for the financial year up to the end of that month:...(g) when necessary, an explanation of...(iii) any remedial or corrective steps taken or to be taken to ensure that projected revenue and expenditure remain within the municipality's approved budget....”

5 VIREMENT REQUIREMENTS

- 5.1 The virement process represents the major mechanism to align and take corrective (financial/budgetary) action within a vote (Directorate) during a financial year.
- 5.2 In order for a vote (Directorate) to transfer funds from one cost centre or capital project to another cost centre or capital project, a saving has to be identified within the monetary limitations of the approved “giving” cost centre or capital project allocations on the respective budgets.
- 5.3 Sufficient, (no committed) budgetary provision should be available within the “giving” vote’s cost centre or project concerned to give effect to the budgetary transfer (virement). In addition, the transferring function must clearly indicate to which cost centre or capital project the budget provision will be transferred to and provide a clear motivation for the transfer.
- 5.4 Any budgetary amendment of which the net impact will be a change to the total approved annual budget allocation and any other amendments not covered in this policy are to be considered for budgetary adoption via an adjustments budget (per MFMA Section 28)
- 5.5 In terms of Section 17 of the MFMA a municipality’s budget is divided into an operating and capital budget and consequently no virements are permitted between Operating and Capital Budgets.
- 5.6 Virements are not permissible between votes.
- 5.7 Virements between Trading and Rate funded functions are not allowed, due to the differing impacts on respective tariffs or Rates borne services’ budgets, unless adopted via adjustment budgets (per MFMA Section 28)

6 OPERATING BUDGET VIREMENTS

- 6.1 Virements are not allowed to utilize special purpose budgetary allocations, adopted by Council as such and to which specific Council

recommendations apply (e.g. budget strategy for growth in repairs and maintenance provisions)

6.2 Sound motivations should be provided for all virements, as provided for on pro forma virement application documentation.

6.3 Specific virement limitations:

6.3.1 No virements are permitted between cost item of employee related costs (100) and other cost items within a cost centre or vote without the written consent of both the municipal manager and the CFO.

6.3.2 No virements are permitted to and from Grants and Subsidies Paid, except if supported by Council decision for such transfer and as per the approved Grants-in-Aid Policy.

6.3.4 Remuneration of Councilors

Virements to or from this category are not allowed.

7 CAPITAL BUDGET VIREMENT

7.1 Specific virement limitations

7.2 Sound motivations should be provided for all virements, as provided for on pro forma virement documentation.

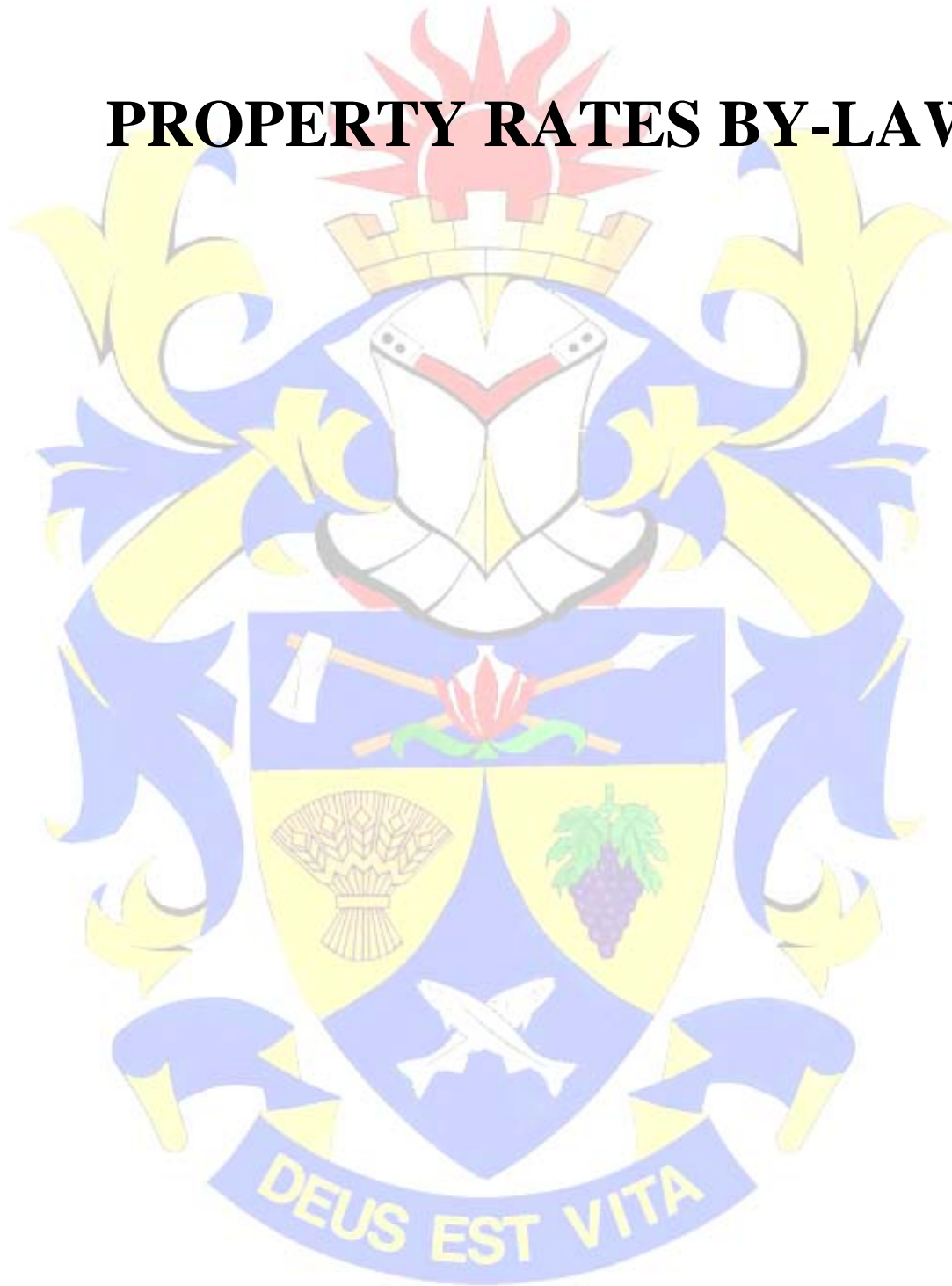
7.3 Virements are not allowed between asset classes within a vote.

7.4 No virements are permitted to and from assets financed from different financial sources within a vote.

VIREMENT APPLICATION FORM

BERGRIVIER MUNISIPALITEIT

PROPERTY RATES BY-LAW



1. PREAMBLE

- (1) Section 229(1) of the Constitution authorises a municipality to impose rates on property and surcharges on fees for services provided by or on behalf of the Municipality.
- (2) In terms of section 3 of the Property Rates Act, a municipal council must adopt a policy consistent with the Property Rates Act on the levying of rates on rateable property in the municipality.
- (3) In terms of section 6 (1) of the Property Rates Act, a municipality must adopt by-laws to give effect to the implementation of its rates policy.
- (4) In terms of section 6 (2) of the Property Rates Act, by-laws adopted in terms of section 6(2) may differentiate between different categories of properties; and different categories of owners of properties liable for the payment of rates.

2. INTERPRETATION

In this by-law, the English text prevails in the event of any conflict with the Afrikaans texts, and, unless the context otherwise indicates-

“Municipality” means Bergrivier Municipality;

“Bergrivier Rates Policy” means a rates policy adopted by the Bergrivier Municipality in terms of this by-law;

“Constitution” means the Constitution of the Republic of South Africa;

“Credit Control and Debt Collection By-Law and Policy” means Bergrivier Municipality’s Credit Control and Debt Collection By-Law and Policy as required by section 96(b), 97 and 98 of the Systems Act;

“Property Rates Act” means the Local Government: Municipal Property Rates Act, 6 of 2004;

“rate” or “rates” means a municipal rate on property as envisaged in section 229 of the Constitution.

3. ADOPTION AND IMPLEMENTATION OF RATES POLICY

- (1) The Municipality shall adopt and implement a rates policy consistent with the Property Rates Act on the levying of rates on rateable property in the municipality.
- (2) The municipality shall not be entitled to levy rates other than in terms of a valid rates policy.

4. CONTENTS OF RATES POLICY

The Municipality’s rates policy shall, *inter alia*:

- (1) Apply to all rates levied by the municipality pursuant to the adoption of the municipality’s annual budget;
- (2) Comply with the requirements for:

- (a) The adoption and contents of a rates policy specified in terms of section 3 of the Property Rates Act;
- (b) The process of community participation specified in section 4 of the Property Rates Act;
- (c) The annual review of a rates policy specified in terms of section 5 of the Property Rates Act;
- (3) Specify any further principles, criteria and implementation measures consistent with the Property Rates Act for the levying of rates which the Municipality may wish to adopt;
- (4) Include such further enforcement mechanisms, if any, as the municipality may wish to impose in addition to those contained in the Credit Control and Debt Collection By-Laws and Policy.

5. ENFORCEMENT OF RATES POLICY

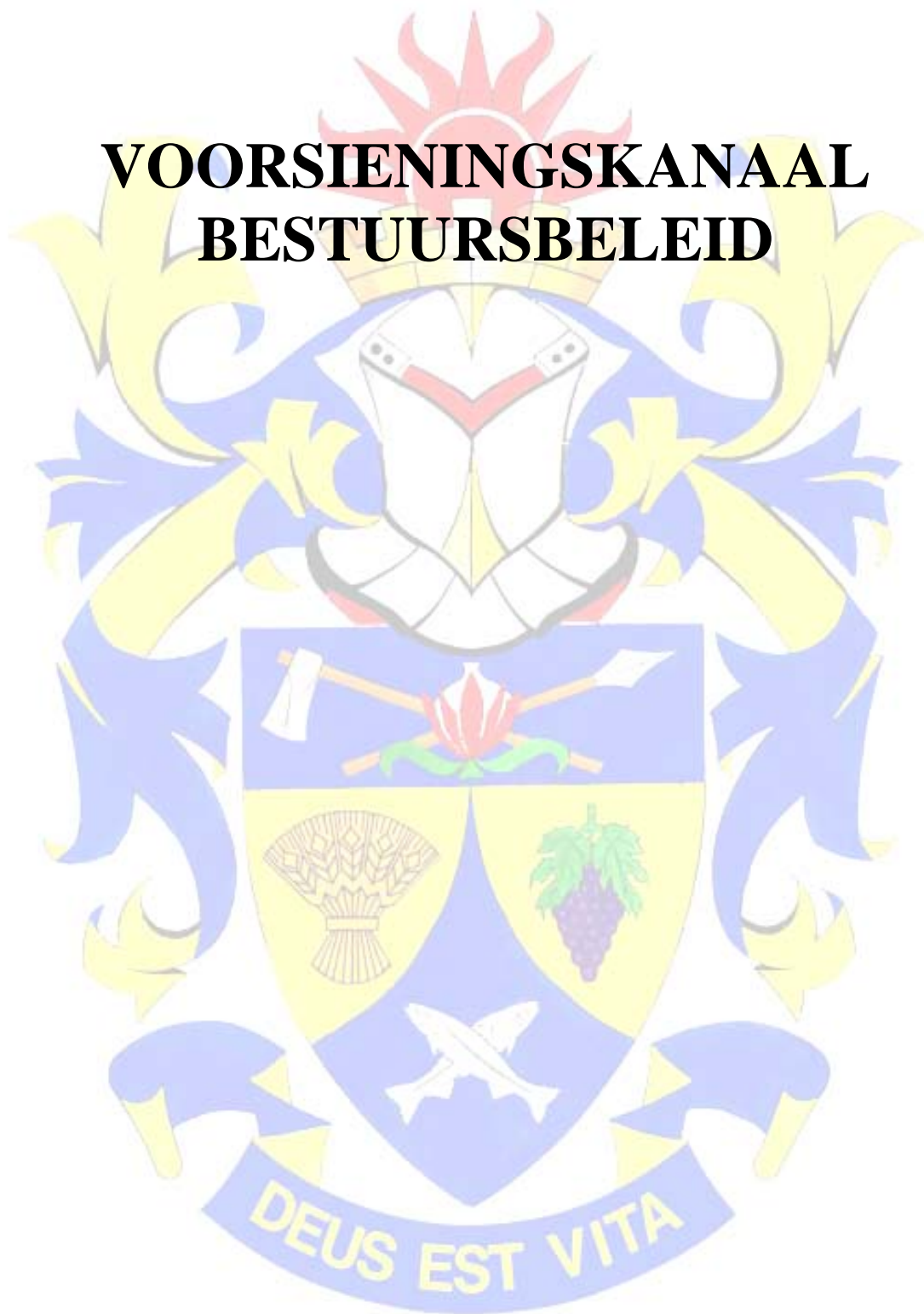
The Municipality's rates policy shall be enforced through the Credit Control and Debt Collection By-Law and Policy and any further enforcement mechanisms stipulated in the Municipality's rates policy.

6. OPERATIVE DATE

This By-Law shall take effect on 1 July 2012

BERGRIVIER MUNISIPALITEIT

VOORSIENINGSKANAAL BESTUURSBELEID



MUNISIPALE VOORSIENINGSKANAAL BESTUURSBELEID
PLAASLIKE REGERING: WET OP MUNISIPALE FINANSIËLE BESTUUR,
2003

Ingevolge die bepalings van artikel 111 van die Wet op Plaaslike Regering: Munisipale Finansiële Bestuur, 2003 (Wet No. 56 van 2003) besluit die Raad om die volgende voorstel te aanvaar as die Voorsieningskanaal Bestuursbeleid van die Bergriver Munisipaliteit.

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Woordbepalings

1. In hierdie beleid, mits die inhoud anders aandui, het 'n woord of uitdrukking die betekenis wat daaraan toegewys is deur die Wet, dieselfde betekenis soos vervat in die Wet, en –

“ander toepaslike wetgewing” beteken enige ander wetgewing van toepassing op die munisipale voorsieningskanaal bestuur, insluitend –

- (a) Die Wet op die Raamwerk vir Voorkeurverkrygingsbeleid, 2000 (Wet No. 5 van 2000);
- (b) *‘the Broad-based Black Economic Empowerment Act, 2003 (Act. No. 53 of 2003); en*
- (c) Die Wet op die Konstruksie Nywerheid Ontwikkelingsraad, 2000 (Wet No. 39 van 2000);

“die Wet” beteken die Wet op Plaaslike Regering: Munisipale Finansiële Bestuur, 2003 (Wet No. 56 van 2003);

“finale toekenning”, in verhouding tot botte of kwotasies voorgelê vir ‘n kontrak, beteken die finale besluit waardeur ‘n bod of kwotasie aanvaar is;

“formele geskrewe pryskwotasie” beteken kwotasies waarna verwys in paragraaf 12(1) (c) van hierdie beleid.

“geskrewe of mondelinge kwotasies” beteken kwotasies waarna verwys in paragraaf 12(1)(b) van die Wet

“in diens van die Staat” beteken –

- (a) ‘n Lid van –
 - (i) enige munisipale raad;
 - (ii) enige provinsiale wetgewer; of
 - (iii) die Nasionale Vergadering of die Nasionale Raad van Provinsies
- (b) ‘n Lid van die raad van direkteure van enige munisipale entiteit.
- (c) ‘n Amptenaar van enige munisipaliteit of munisipale entiteit
- (d) ‘n Werknemer van enige nasionale of provinsiale departement, nasionale of provinsiale openbare entiteit of grondwetlike

instelling binne die betekenis van die Wet op Openbare Finansiële Bestuur, 1999 (Wet No. 1 van 1999).

(e) 'n Lid van die rekenpligtige owerheid of enige nasionale of provinsiale openbare entiteit; of

(f) 'n Werknemer van die Parlement of 'n provinsiale wetgewer

“mededingende bod” beteken 'n bod ingevolge 'n mededingende bodproses;

“mededingende bodproses” beteken 'n mededingende bodproses waarna verwys in paragraaf 12(1)(d) van hierdie beleid;

“langtermyn kontrak” beteken 'n kontrak wat 'n termyn van een jaar oorskry;

“lys van geakkrediteerde voornemende verskaffers” beteken die lys van geakkrediteerde voornemende verskaffers wat deur die munisipaliteit

bygehou moet word ingevolge paragraaf 14 van hierdie beleid.

“Regulasies” beteken die Wet op Plaaslike Regering : Munisipale Finansiële Bestuur, 2003, munisipale Voorsieningskanaal Bestuursregulasies afgekondig ingevolge Staatskennisgewing 868 van 2005;

“Tesourie riglyne” beteken enige riglyne oor voorsieningskanaalbestuur soos uitgereik deur die Minister ingevolge artikel 168

HOOFSTUK 1

IMPLEMENTERING VAN VOORSIENINGSKANAAL BESTUURSBELEID

Voorsieningskanaal bestuursbeleid

2. (1) Alle amptenare en ander rolspelers in die VKB van die Munisipaliteit moet die beleid sodanig implementeer ten einde -

- (a) uitvoering te gee aan –
 - (i) artikel 217 van die Grondwet; en
 - (ii) Deel 1 van Hoofstuk 11 en ander toepaslike voorwaardes van die Wet.
 - (b) regverdig, billik, deursigtig, kompetend en koste-effektief te wees;
 - (c) te voldoen aan –
 - (i) die regulasies; en
 - (ii) enige minimum norme en standaard wat ingevolge artikel 168 van die Wet voorgeskryf mag word.
 - (d) in ooreenstemming te wees met ander toepaslike wetgewing;
 - (e) nie die doelwit benadeel van die voorsieningskanaal bestuurstelsels tussen enige sferes van staatsliggame nie; en
 - (f) in ooreenstemming te wees met nasionale ekonomiese beleid met betrekking tot die bevordering van beleggings en handeldryf met die openbare sektor;
- (2) Die Munisipaliteit moet ooreenkomstig die voorsieningskanaal bestuursbeleid optree wanneer –
- (a) goedere of dienste verkry word;

- (b) weggedoen word met goedere wat nie meer benodig word nie.
 - (c) verskaffers gekeur word om hulp te verleen met die voorsiening van munisipale dienste anders as onder omstandighede soos voorgeskryf in Hoofstuk 8 van die Munisipale Stelselswet; of
 - (d) eksterne meganismes ingevolge artikel 80 (1) (b) van die Munisipale Stelselswet vir die voorsiening van munisipale dienste onder omstandighede ooreenkomstig artikel 83 van sodanige Wet.
- (3) Hierdie beleid, tensy elders voorgeskryf, is nie van toepassing op die verkryging van goedere en dienste ooreenkomstig artikel 110(2) van hierdie Wet nie, insluitend –
- (a) Water vanaf die Departement Waterwese of 'n openbare entiteit, 'n ander munisipaliteit of 'n munisipale entiteit; en
 - (b) Elektrisiteit vanaf Eskom of 'n ander openbare entiteit, 'n ander munisipaliteit of 'n munisipale entiteit.

Wysiging van die voorsieningskanaal bestuursbeleid

3. (1) Die rekenpligtige beampte moet –
- (a) Die implementering van hierdie beleid ten minste jaarliks hersien; en
 - (b) wanneer die rekenpligtige beampte dit nodig ag, voorstelle vir wysiging van hierdie beleid, voorlê aan die raad.
- (2) Indien die rekenpligtige beampte konsep wysigings aan die Raad voorlê wat verskil van die modelbeleid uitgereik deur die Nasionale Tesourie, moet die rekenpligtige beampte toesien -
- (a) dat sodanige voorgestelde wysigings voldoen aan die Regulasies; en

(b) enige afwyking van die modelbeleid aan die Nasionale Tesourie en betrokke provinsiale tesourie rapporteer.

- (3) Wanneer hierdie voorsieningskanaal bestuursbeleid gewysig word, moet die noodsaaklikheid vir eenvormigheid met betrekking tot voorsieningskanaalpraktyke, prosedures en vorms tussen staatsliggame van alle sferes in ag geneem word, veral toegang tot voorsieningskanaal stelsels vir klein besighede.

Delegasie van voorsieningskanaalbestuur magte en pligte

4. (1) Die raad delegeer hiermee sodanige addisionele magte en pligte aan die rekenpligtige beampte ten einde die rekenpligtige beampte in staat te stel om –
- (a) die voorsieningskanaal bestuurs verantwoordelikhede toegeken aan die rekenpligtige beampte, uit te voer ingevolge -
- (i) Hoofstuk 8 of 10 van die Wet; en
- (ii) Hierdie beleid..
- (b) om die administratiewe en operasionele doeltreffendheid met die implementering van die voorsieningskanaal bestuursbeleid ten volle te benut;
- (c) om redelike koste-effektiewe maatreëls in te stel vir die voorkoming van bedrog, korrupsie, begunstiging asook onbillike en onreëlmatige praktyke met die implementering van die voorsieningskanaal bestuursbeleid; en
- (d) om te voldoen aan die verantwoordelikhede ooreenkomstig artikel 115 en ander betrokke voorwaardes van die Wet.
- (2) Artikels 79 en 106 van die Wet is van toepassing op die subdelegasie van magte en pligte gedelegeer aan 'n rekenpligtige beampte ingevolge die bepalinge van subparagraaf (1).

(3) Die rekenpligtige beampte mag nie enige voorsieningskanaalbestuur magte of pligte subdelegeer aan 'n persoon wie nie 'n beampte van die munisipaliteit is nie, of aan 'n komitee wat nie uitsluitlik bestaan uit beamptes van die munisipaliteit nie.

(4) Hierdie paragraaf mag nie gelees word asof 'n beampte, aan wie die mag gedelegeer is om finale toekennings te maak, 'n finale toekenning tydens 'n mededingende bodproses kan maak anders as deur middel van die komiteestelsel ooreenkomstig paragraaf 26 van hierdie beleid.

Subdelegasies

5. (1) Die rekenpligtige beampte mag ingevolge artikel 79 of 106 van die Wet, enige voorsieningskanaalbestuur magte en pligte subdelegeer, insluitend dié gedelegeer aan die rekenpligtige beampte ingevolge hierdie beleid, maar enige sodanige subdelegasie moet in ooreenstemming wees met subparagraaf (2) van hierdie beleid.

(2) Die mag om 'n finale toekenning te maak -

- (a) bo R10 miljoen (BTW ingesluit) mag nie deur die rekenpligtige beampte gesubdelegeer word nie;
- (b) meer as R2 miljoen (BTW ingesluit), maar nie meer as R10 miljoen (BTW ingesluit), kan gesubdelegeer word, maar slegs aan 'n bod toekenningskomitee waarvan die hoof finansiële beampte of 'n senior bestuurder lid is;
- (c) nie meer as R2 miljoen (BTW ingesluit) kan gesubdelegeer word, maar slegs aan :
 - (a) die Hoof Finansiële Beampte ;
 - (b) 'n Senior Bestuurder ;
 - (c) 'n Bestuurder wat direk aan die Hoof Finansiële Beampte verantwoording doen of 'n Senior Bestuurder of
 - (d) 'n Bodtoekenningskomitee

(3) die bodtoekenningskomitee aan wie die mag om finale toekennings te maak, gesubdelegeer is ooreenkomstig subparagraaf (2), moet binne vyf werksdae na die einde van elke maand, 'n skriftelike verslag voorlê aan die rekenpligtige beampte wat besonderhede bevat van elke finale toekenning wat deur sodanige komitee gemaak is gedurende die maand, insluitend -

- (a) die bedrag van die toekenning;
 - (b) die naam van die persoon aan wie die toekenning gemaak is; en
 - (c) die rede hoekom die toekenning aan sodanige persoon gemaak is
- (4) Subparagrafe (3) van hierdie beleid is nie van toepassing op kleinkas aankope nie.
- (5) Geen voorsieningskanaalbestuur besluitnemende magte mag gedelegeer word aan 'n raadgewer of konsultant nie.

Oorsigrol deur die raad

6. (1) Die raad behou die reg voor om 'n oorsigrol te hê met betrekking tot die implementering van hierdie voorsieningskanaal bestuursbeleid.

Vir die doeleindes van sodanige oorsigrol, moet die rekenpligtige beampte -

- (a) (i) in die geval van 'n munisipaliteit binne 30 dae na die einde van elke finansiële jaar, 'n verslag aan die raad van die munisipaliteit voorlê oor die implementering van die voorsieningskanaal bestuursbeleid en enige munisipale entiteit onder die uitsluitlike of gedeelde beheer van die munisipaliteit;

- (ii) in die geval van 'n munisipale entiteit, binne 20 dae na die einde van elke finansiële jaar, 'n verslag oor die implimentering van die munisipale entiteit se voorsieningskanaalbestuursbeleid aan die raad van direkteure voorle, wie dan sodanige verslag aan die rekenpligtige beampte van die moeder munisipaliteit moet voorle vir voorlegging aan die raad ingevolge subparag (iii) wanneer ernstige en wesenlike probleme ontstaan met die implementering van beleid, onmiddellik 'n verslag voorlê aan die Raad, wat dan die verslag aan die rekenkunpligte beampte van die moeder munisipaliteit voorlê vir voorlegging aan die Raad..
- (3) Die rekenpligtige beampte moet binne 10 dae na die einde van elke kwartaal, 'n verslag oor die implementering van die voorsieningskanaal bestuursbeleid voorlê aan die Burgemeester.
- (4) Die verslae moet in die openbaar bekendgemaak word ooreenkomstig artikel 21A van die Munisipale Stelselwet.

Voorsieningskanaal bestuurseenheid

7. (1) 'n Voorsieningskanaal bestuurseenheid moet ingestel word om hierdie beleid te implementeer.
- (2) Die voorsieningskanaal bestuurseenheid funksioneer onder die direkte toesig van die hoof finansiële beampte of 'n beampte aan wie hierdie plig gedelegeer is ingevolge artikel 82 van die Wet.

Opleiding van voorsieningskanaalbestuur beamptes

8. Die opleiding van beamptes betrokke met die implementering van die voorsieningskanaal bestuursbeleid moet ooreenkomstig enige Tesourieriglyne ten opsigte van voorsieningskanaalbestuur opleiding geskied.

Hoofstuk 2

RAAMWERK VIR VOORSIENINGSKANAAL BESTUURSBELEID

Formaat vir Voorsieningskanaalbeleid

9. Hierdie beleid moet effektiewe stelsels uiteensit vir -

- (i) Aanvraagbestuur
- (ii) Verkrygingsbestuur
- (iii) Logistieke bestuur
- (iv) Beskikingsbestuur
- (v) Risiko bestuur; en
- (vi) Prestasie bestuur

Deel 1 : Aanvraagbestuur

Aanvraagbestuurstelsel

10. (1) Die rekenpligtige beampte moet 'n geskikte bestuurselsel vestig en implementeer ten einde te verseker dat die bronne wat benodig word deur die munisipaliteit, sy operasionele verpligtinge en sy strategiese doelwitte, soos uiteengesit in die Geïntegreerde Ontwikkelingsplan, ondersteun.

(2) Die aanvraagbestuurstelsel moet -

- (a) Tydige beplannings- en bestuursprosesse insluit om te verseker dat alle goedere en dienste benodig deur die munisipaliteit, gekwantifiseer, begroot, betyds en doeltreffend gelewer word aan die korrekte bestemmings en op kritieke afleweringstydskote en die geskikte kwaliteit en kwantiteit teen 'n redelike koste is.
- (b) enige voordele in ag neem ten opsigte van ekonomie van skaal wat verkry kan word in die geval van verkrygings wat herhalend van aard is; en

- (c) voorsiening maak vir die samestelling van die vereiste spesifikasies om te verseker dat behoeftes vervul word.

Deel 2 : Verkrygingbestuur

11. (1) Die rekenpligtige beampte moet die stelsel van verkryging soos in hierdie gedeelte uiteengesit, implementeer ten einde te verseker –

- (a) dat goedere en dienste aangekoop word deur die munisipaliteit ooreenkomstig goedgekeurde prosesse
- (b) dat uitgawes ten opsigte van goedere en dienste aangegaan is ooreenkomstig 'n goedgekeurde begroting ingevolge artikel 15 van die Wet;
- (c) dat voldoen is aan die perke van die onderskeie verkrygingsprosesse;
- (d) dat bod dokumentasie, evaluasie en toekenningskriteria sowel as algemene voorwaardes van 'n kontrak in ooreenstemming is met enige toepaslike wetgewing; en
- (e) dat enige Tesourie riglyne met betrekking tot verkrygingbestuur behoorlik in ag geneem word: .

(2). Wanneer goedere of dienste aangekoop word ooreenkomstig artikel 110(2) van die Wet, moet die rekenpligte beampte in die openbaar bekend maak dat sodanige goedere of dienste aangekoop is anders as deur die munisipaliteit se voorsieningskanaal bestuurselsel, insluitend -

- (a) die tipe goedere of dienste; en
- (b) die naam van die verskaffer.

Reeks van verkrygingsprosesse

12. (1) Goedere en dienste mag slegs soos volg aangekoop word -
 - (a) kleinkas aankope, tot en met 'n transaksie waarde van R2 000 (BTW ingesluit);
 - (b) geskrewe of mondelinge kwotasies vir aankope met 'n transaksie waarde tot R10 000 (BTW ingesluit);
 - (c) formele geskrewe pryskwotasies vir aankope met 'n transaksie waarde van meer as R10 000 tot R200 000 (BTW ingesluit); en
 - (d) 'n Mededingende bodproses ten opsigte van -
 - (i) aankope hoër as 'n transaksie waarde van R200 000 (BTW ingesluit); en
 - (ii) die verkryging van langtermyn kontrakte.
- (2) Die rekenpligtige beampte kan skriftelik -
 - (a) die verskillende perke soos gespesifiseer in subparagraaf (1) verminder, maar nie vermeerder nie; en
 - (b) opdrag gee dat -
 - (i) formele geskrewe pryskwotasies verkry word vir enige spesifieke aankope met 'n transaksiewaarde van minder as R10 000; of
 - (ii) 'n mededingende bodproses gevolg word vir enige spesifieke aankope met 'n transaksiewaarde van minder as R200 000.
- (3) Goedere of dienste mag nie doelbewus opgedeel word in gedeeltes of items van 'n mindere waarde ten einde bloot die vereistes van die beleid te vermy nie. Wanneer die transaksie waardes bepaal word, moet goedere of dienste wat uit verskillende gedeeltes of items bestaan sover moontlik as 'n enkele transaksie hanteer word.

Algemene voorskrifte vir oorweging van 'n geskrewe kwotasie of bod

- 13.** 'n Geskrewe kwotasie of bod mag nie oorweeg word nie mits die verskaffer wat die kwotasie of bod ingedien het -
- (a) die volgende besonderhede verskaf het ten opsigte van die verskaffer -
 - (i) volle naam;
 - (ii) identifikasie-, maatskappy- of ander registrasienommer; en
 - (iii) belastingverwysingnommer en BTW registrasienommer, indien enige.
 - (b) die munisipaliteit gemagtig het om 'n belastingklaringsertifikaat vanaf die Suid-Afrikaanse Inkomstediens te verkry dat die verskaffer se inkomstebelastingsake in orde is; en
 - (c) aangedui het –
 - (i) of hy of sy in diens is van die staat, of in die voorafgaande twaalf maande in diens was van die staat ;
 - (ii) indien die verskaffer nie 'n natuurlike persoon is nie, of enige van sy direkteure, bestuurders, hoofaandeelhouders of belanghebbendes in diens is van die staat, of in die voorafgaande twaalf maande in diens was van die staat; of
 - (iii) 'n gade, kind of ouer van die verskaffer of van 'n direkteur, bestuurder, aandeelhouer of belanghebbende waarna verwys in subparagraaf (ii) in diens is van die staat, of in die voorafgaande twaalf maande in diens was van die staat.

Lyste van geakkrediteerde voornemende verskaffers

- 14. (1)** Die rekenpligtige beampte moet –
- (a) 'n Lys byhou van geakkrediteerde voornemende verskaffers van goedere en dienste wat gebruik kan word vir die aankoop vereistes deur middel van geskrewe of mondelinge kwotasies en formele geskrewe pryskwotasies; en

- (b) ten minste, eenkeer per jaar deur middel van plaaslike koerante, die webtuiste of enige ander toepaslike wyse, voornemende verskaffers van goedere of dienste uitnoui om aansoek te doen vir evaluering en aantekening as geakkrediteerde voornemende verskaffer.
 - (c) die lys kriteria vir geakkrediteerde voornemende verskaffers spesifiseer; en
 - (d) nie die naam van 'n voornemende verskaffer lys wie se naam op die Nasionale Tesourie se databasis verskyn as 'n persoon wat verhoed is om handel te dryf met die publieke sektor nie;
- (2) Die lys moet ten minste kwartaalliks opgedateer word ten einde enige addisionele voornemende verskaffers en enige nuwe kommoditeite of tipes dienste, in te sluit. Voornemende verskaffers moet toegelaat word om op enige tydstip aansoeke in te dien om gelys te word.
- (3) Die lys moet per kommoditeit en per tipe diens saamgestel word.

Kleinkasaankope

15. Die voorwaardes vir die aankoop van goedere deur middel van kleinkasaankope ingevolge paragraaf 12(1)(a) van hierdie beleid, is soos volg: -
- (a) Die Rekenpligtige beampte bepaal die voorwaardes waaronder die Hoof Finansiële beampte verantwoordelikheid vir die kleinkas kan deleger aan 'n beampte wat aan hom rapporteer
 - (b) Die Rekenpligtige beampte bepaal die maksimum aantal kleinkasaankope of die maksimum bedrae per maand ten opsigte van elke bestuurder;
 - (c) Die Rekenpligtige beampte bepaal enige tipe uitgawe uit kleinkasaankope, wat uitgesluit is, waar nodig geag;

- (d) 'n Maandelikse rekonsiliasieverslag vanaf elke bestuurder moet voorsien word aan die Hoof Finansiële beampte, insluitend -
 - (i) die totale bedrag kleinkasaankope vir daardie maand; en
 - (ii) kwitansies en toepaslike dokumente vir elke aankoop.

Geskrewe of mondelinge kwotasies (artikel 12(b))

16. Die voorwaardes vir die verkryging van van goedere of dienste deur middel van skriftelike of mondelinge kwotasies is soos volg: -
 - (a) dat kwotasies bekom moet word vanaf verkieslik ten minste drie verskillende verskaffers, maar nie beperk tot verskaffers wie se name op die lys van geakkrediteerde voornemende verskaffers van die munisipaliteit verskyn nie, met dien verstande dat mits kwotasies bekom word van verskaffers wie nie gelys is nie, hulle voldoen aan die lyskriteria van die voorsieningskanaal bestuursbeleid ooreenkomstig 14(1)(b) en (c) van hierdie beleid;
 - (b) dat verskaffers, sover dit moontlik haalbaar is, versoek word om skriftelike kwotasies voor te lê.
 - (c) dat indien dit nie moontlik is om ten minste drie kwotasies te bekom nie, die redes daarvoor aangeteken word en kwartaalliks voorgelê word aan die rekenpligtige beampte of ander beampte aangewys deur die rekenpligtige beampte;
 - (d) dat die rekenpligtige beampte die name aanteken van die voornemende verskaffers, wie versoek is om kwotasies voor te lê met die gekwoteerde pryse; en
 - (e) dat indien 'n kwotasie mondeling gelever is, die bestelling slegs geplaas kan word nadat skriftelike bevestiging ontvang is van die gekose verskaffer.

Formele geskrewe pryskwotasies (artikel 12 (c))

17. (1) Die voorwaardes vir die verkryging van goedere of dienste deur middel van formele geskrewe pryskwotasies, is soos volg -
- (a) dat skriftelike kwotasies bekom word vanaf ten minste drie verskillende verskaffers wie se name verskyn op die lys van geakkrediteerde voornemende verskaffers van die munisipaliteit;
 - (b) dat kwotasies bekom mag word vanaf verskaffers wat nie gelys is nie, met dien verstande dat sodanige verskaffers voldoen aan die lyskriteria in die voorsieningskanaal bestuursbeleid ooreenkomstig paragraaf 14(1)(b) en (c) van hierdie beleid;
 - (c) dat, indien dit nie moontlik is om ten minste drie kwotasies te bekom nie, die redes aangeteken en goedgekeur word deur die hoof finansiële beampte of 'n beampte aangewys deur die hoof finansiële beampte; en
 - (d) dat die rekenpligtige beampte die name van die voornemende verskaffers en hulle geskrewe kwotasies aanteken.
- (2) 'n Beampte wat aangewys is ooreenkomstig subparagraaf (1) (c) moet binne drie dae na die einde van elke maand verslag lewer aan die hoof finansiële beampte oor enige goedkeurings toegestaan gedurende sodanige maand deur die beampte ooreenkomstig sodanige subparagraaf.

Prosedures vir die verkryging van goedere of dienste deur middel van geskrewe of mondelinge kwotasies en formele geskrewe pryskwotasies

18. Die prosedure vir die verkryging van goedere of dienste is soos volg :
- (a) Wanneer die lys van geakkrediteerde voornemende verskaffers gebruik word, moet die rekenpligtige beampte deurlopende kompetisie bevorder tussen verskaffers deur hulle te nooi om kwotasies op 'n rotasiebasis voor te lê;
 - (b) Alle benodigdhede wat R30 000 (BTW ingesluit) oorskry moet benewens die vereistes van paragraaf 17 vir ten minste sewe dae op

die webtuiste en op die amptelike kennisgewingbord van die munisipaliteit verskyn.

- (c) Aanbiedinge wat ontvang word, moet op 'n vergelykende grondslag geëvalueer word, met inagneming van onvoorwaardelike voorwaardes;
- (d) die rekenpligtige beampte of hoof finansiële beampte moet op 'n maandelikse grondslag toesien dat die verkryging van goedere of dienste deur middel van geskrewe of mondelinge kwotasies of formele geskrewe pryskwotasies nie misbruik word.
- (e) die rekenpligtige beampte of hoof finansiële beampte moet maandeliks skriftelik verwittig word ten opsigte van alle geskrewe of mondelinge kwotasies en formele skriftelike pryskwotasies soos aanvaar deur 'n beampte wat optree ingevolge 'n subdelegasie.
- (f) Aanbiedinge minder as R30 000 (BTW ingesluit) moet toegeken word op grond van nakoming van kontrak spesifikasies en voorwaardes, vermoë en bekwaamheid om goedere en dienste teen die laagste prys te lewer.
- (g) Aanvaarbare aanbiedinge, onderworpe aan die voorkeerpunte stelsel en verwante regulasies, moet toegestaan word aan die bieder wie die hoogste punte aangeteken het.

Mededingende bodproses

19. (1) Goedere of dienste wat 'n transaksie waarde van R200 000 (BTW ingesluit) oorskry, asook langtermyn kontrakte, kan slegs verkry word deur middel van 'n mededingende bodproses, onderworpe aan paragraaf 11(2) van hierdie beleid;
- (2) Geen verkryging van goedere of dienste wat 'n beraamde transaksie waarde van R200 000 (BTW ingesluit) oorskry, mag doelbewus opgedeel word in gedeeltes of items van 'n mindere waarde om bloot goedere en dienste anders as deur 'n mededingende bodproses te verkry.

Proses vir mededingende botte

20. Die rekenpligtige beampte moet prosedures neerlê vir 'n mededingende bodproses vir elk van die volgende fases:
- (a) die samestelling van mededingende boddokumentasie, soos omskryf in paragraaf 21
 - (b) publieke uitnodiging vir botte omskryf in paragraaf 22
 - (c) terreinvergaderings of inligtingssessies, soos omskryf in paragraaf 23
 - (d) die hantering van botte wat ingedien is na afloop van die publieke uitnodiging soos omskryf in paragraaf 23
 - (e) die evaluering van botte soos omskryf in paragraaf 28
 - (f) die toekenning van kontrakte;
 - (g) die administrasie van kontrakte
 - (i) Na goedkeuring van 'n bod, moet die rekenpligtige beampte en die bieder 'n skriftelike ooreenkoms aangaan.
 - (h) behoorlike rekordhouding:
 - (i) Oorspronklike/geregtelike skriftelik ooreengekome ooreenkomste moet veilig bewaar word vir verwysingsoeleindes.

Bod dokumentasie vir mededingende botte

21. Die kriteria waaraan boddokumentasie moet voldoen, moet
- (a) in ag neem -
 - (i) die algemene kontrakvoorwaardes en enige spesiale voorwaardes van die kontrak indien gespesifiseer.;
 - (ii) enige Tesourie riglyne omtrent boddokumentasie; en
 - (iii) die vereistes van die Konstruksie Nywerheidsontwikkelingsraad, in die geval van 'n bod wat verband hou met konstruksie, opgradering of opknap van geboue of infrastruktuur;
 - (b) die insluiting van die voorkeerpuntstelsel wat gebruik word, doelwitte soos oorweeg in die voorkeurverkryging regulasies en

toekenningskriteria, sowel as kriteria wat deur ander toepaslike wetgewing vereis word;

- (c) bidders is verplig om enige konflik van belang te verklaar ten opsigte van enige transaksie waarvoor die bod ingedien word;
- (d) indien verwag word dat die waarde van die transaksie R10 miljoen (BTW ingesluit) kan oorskry, moet bidders die volgende voorsien -
 - (i) indien wetgewing vereis dat die bidder jaarliks finansiële state moet voorberei vir ouditering, die geouditeerde jaarlikse finansiële state;
 - (aa) vir die afgelope drie jare; of
 - (bb) indien die besigheid nie drie jaar bestaan nie vir sodanige korter periode.
 - (ii) 'n sertifikaat wat deur die bidder onderteken is wat sertifiseer dat die bidder geen onbetwiste verpligtinge het ten opsigte van munisipale dienste aan 'n munisipaliteit of ander diensverskaffer ten opsigte van sodanige betaling wat langer as 30 dae uitstaande is nie.
 - (iii) besonderhede van enige kontrakte toegeken aan die bidder deur 'n staatsliggaam oor die afgelope vyf jaar, insluitend besonderhede van enige materiële nie-nakoming of dispuut rakende die uitvoering van sodanige kontrak.
 - (iv) 'n staat waarop aangedui word of enige gedeelte van die goedere of dienste vanaf buite die Republiek bekom word en, indien wel, watter gedeelte en of verwag word dat enige gedeelte van betalings vanaf die munisipaliteit vanuit die Republiek oorgedra gaan word; en
- (e) stipuleer dat dispute bemiddel word deur gemeenskaplike konsultasie (met of sonder regsverteenvoerding) of, indien onsuksesvol, in 'n Suid-Afrikaanse geregshof;

Publieke uitnodiging vir mededingende botte

22. Die prosedure vir die uitnodiging vir mededingende botte, is soos volg:

(a) Enige uitnodiging aan voornemende verskaffers om 'n bod in te dien, moet deur middel van 'n publieke kennisgewing in plaaslike koerante, die webtuiste van die munisipaliteit of op enige ander gepaste wyse geskied (wat 'n advertensie in die Staats Tenderbulletin kan insluit); en

(b) die inligting vervat in 'n publieke advertensie, moet insluit -

(i) die sluitingsdatum vir die voorlegging van botte, wat nie minder as 30 dae kan wees in die geval van transaksies wat R10 miljoen (BTW ingesluit) oorskry, of van 'n langtermyn aard, of 14 dae in enige ander geval vanaf die datum waarop die advertensie geplaas is in 'n koerant, onderworpe aan subparagraaf (2) van hierdie beleid; en

(ii) 'n kennisgewing dat botte slegs voorgelê mag word op die boddokumentasie voorsien deur die munisipaliteit.

(iii) datum, tyd en plek van enige voornemende terreinvergaderings of inligtingsessies.

(2) Die rekenpligtige beampte kan 'n sluitingsdatum, wat minder is as die 30 dae of 14 dae wat vereis word, vasstel vir die voorlegging van botte, maar slegs indien sodanige korter tydperk geregverdig kan word op grond van noodsaaklikheid of dringendheid of noodgeval of enige ander uitsonderlike geval waar dit onprakties of onmoontlik is om die amptelike verkrygingsproses te volg.

(3) Botte wat ingedien is, moet verseël wees.

(4) Waar botte in elektroniese formaat aangevra word, moet sodanige botte aangevul word met verseëelde dokumentasie.

Prosedure met die hantering, oopmaak en aanteken van botte

23. Die prosedure vir die hantering, oopmaak en aanteken van botte is soos volg:

- (a) Botte -
 - (i) moet in die openbaar oopgemaak word; en
 - (ii) moet oopgemaak word op dieselfde tyd of so spoedig moontlik nadat die typerk vir die voorlegging van botte verstryk het.
 - (iii) na die tyd ontvang, behoort nie oorweeg te word nie en moet onmiddellik as sodanig geïndoseer en onoopgemaak gelaat word.
- (b) enige bieder of lid van die publiek het die reg om te versoek dat die name van bidders wat hulle bod betyds ingehandig het, uitgelees mag word en, indien prakties moontlik, ook elke bieder se totale bodprys; en
- (c) Geen inligting, behalwe die voorwaardes in paragraaf (b) wat verband hou met die bod, mag aan bidders of ander persone bekendgemaak word nie totdat die suksesvolle bidders in kennis gestel is van die toekenning; en
- (d) die rekenpligtige beampte moet -
 - (i) alle botte wat betyds ontvang is, aanteken in 'n register
 - (ii) die register beskikbaar maak vir publieke inspeksie; en
 - (iii) die aantekeninge in die register en die bodresultate op die webtuiste plaas.

Onderhandelinge met voorkeur bidders

24. (1) Die rekenpligtige beampte kan die finale voorwaardes van 'n kontrak onderhandel met bidders wie deur 'n mededingende bodproses geïdentifiseer is as voorkeur bidders, mits sodanige onderhandeling –
- (a) nie 'n ander voorkeur bieder 'n tweede en onregverdige kans gee nie;
 - (b) nie tot die nadeel van enige ander bieder is nie; en
 - (c) nie aanleiding gee tot 'n hoër prys as die bod wat voorgelê is nie.
- (2) Notules van sodanige onderhandelinge moet vir rekorddoeleindes bewaar word.

Twee-fase bodproses

- 25.** (1) 'n Twee-fase bodproses word toegelaat ten opsigte van –
- (a) groot ingewikkelde projekte;
 - (b) projekte waar dit onvanpas sou wees om volledige, gedetailleerde tegniese spesifikasies voor te berei; of
 - (c) langtermyn projekte waarvan die termyn langer as drie jaar is.
- (2) Tydens die eerste fase moet tegniese voorleggings met betrekking tot konseptuele ontwerpe of prestasie spesifikasies aangevra word, onderworpe aan tegniese sowel as handelsverklarings en –wysigings.
- (3) Tydens die tweede fase moet finale tegniese voorleggings en prysgekwoteerde botte aangevra word.

Komiteestelsel vir mededingende botte

- 26.** (1) 'n Komiteestelsel bestaande uit die volgende komitees moet ingestel word vir elke verkryging of gedeeltelike verkryging soos bepaal deur die rekenpligtige beampte.
- (i) 'n Bodspesifikasie komitee;
 - (ii) 'n Bodevalueringskomitee; en
 - (iii) 'n Bodtoekenningskomitee.
- (2) Die rekenpligte beampte stel die lede van elke komitee aan ooreenkomstig artikel 117 van die Wet; en
- (3) 'n Neutrale of onafhanklike waarnemer kan, wanneer nodig geag deur die rekenpligtige beampte, aangestel word om 'n komiteesitting by te woon ten einde regverdigheid te verseker en deursigtigheid te bevorder.
- (4) Die komiteestelsel moet in ooreenstemming wees met -
- (a) paragraaf 27, 28 en 29 van hierdie beleid; en
 - (b) enige ander toepaslike wetgewing.

- (5) Die rekenpligtige beampte kan die komiteestelsel ook van toepassing maak op formele geskrewe pryskwotasies.

Bodspesifikasiekomitee

27. (1) 'n Bodspesifikasiekomitee moet die spesifikasies saamstel ten opsigte van elke verkryging van goedere of dienste deur die munisipaliteit of munisipale entiteit.
- (2) Spesifikasies -
- (a) moet op 'n regverdigde wyse saamgestel word ten einde alle voornemende verskaffers die geleentheid te gee om hulle goedere of dienste aan te bied;
 - (b) moet enige aanvaarde standarde in ag neem, soos byvoorbeeld standarde uitgereik deur *Standards South Africa*, die *International Standards Organisation*, of 'n owerheid wat geakkrediteer is of erken word deur die *South African National Accreditation System* waaraan toerusting of materiale of vakmanskap moet voldoen;
 - (c) moet waar moontlik, ooreenkomstig werksverrigting omskryf word, eerder as beskrywende ontwerpkenmerke;
 - (d) mag nie 'n handelsbeperking veroorsaak in enige kontrakvereistes in die vorm van spesifikasies, planne, tekeninge, ontwerpe, toets- en toetsingmetodes, verpakking, merk of etikettering of nakoming sertifisering nie;
 - (e) mag nie verwys na enige spesifieke handelsmerk, naam, patent, ontwerp, tipe, spesifieke bron of produsent tensy daar geen ander behoorlike, presiese manier is om die kenmerke van die werk te beskryf nie, in welke geval sodanige verwysing vergesel moet wees deur die woorde 'ekwivalent'
 - (f) moet elke spesifieke doelwit aandui waarvoor punte toegeken kan word ooreenkomstig die puntstelsel soos uiteengesit in die Voorkeur-verkrygingsregulasies 2001; en

(g) moet goedgekeur wees deur die rekenpligtige beampte voor die publikasie van die boduitnodiging ooreenkomstig paragraaf 22 van hierdie beleid.

(3) Die bodspesifikasiekomitee moet bestaan uit een of meer beamptes van die munisipaliteit, verkieslik die bestuurder verantwoordelik vir die betrokke funksie en, waar toepaslik, kan eksterne kundige raadgewers ingesluit word.

(4) Geen persoon, raadgewer of korporatiewe entiteit betrokke by die bodspesifikasiekomitee of direkteur van sodanige korporatiewe entiteit, mag nie op enige voortspruitende kontrakte nie.

Bodevalueringskomitees

28. (1) Die bodevalueringskomitee moet –

(a) botte evalueer ooreenkomstig -

- (i) die spesifikasies vir 'n spesifieke verkryging; en
- (ii) die puntstelsel soos uiteengesit ooreenkomstig artikel 27(2)(f).

(b) elke bieder se vermoë om die kontrak na te kom, evalueer;

(c) seker maak dat die voornemende bieder se munisipale erfbelastings en munisipale diensteheffings nie agterstallig is nie; en

(d) 'n verslag met aanbevelings voorlê aan die toekenningskomitee ten opsigte van die toestaan van 'n bod of enige ander verwante aangeleentheid.

(2) Die bodevalueringskomitee moet sover moontlik bestaan uit -

- (a) beamptes uit departemente wat die goedere of dienste benodig en
- (b) ten minste een voorsieningskanaal bestuurspraktisyn van die munisipaliteit.

Bodtoekenningskomitee

- 29.** (1) Die bodtoekenningskomitee moet –
- (a) die verslag en aanbevelings van die bodevalueringskomitee oorweeg; en
 - (b) of -
 - (i) afhangende van sy delegasies, 'n finale toekenning of aanbeveling maak aan die rekenpligtige beampte om die finale toekenning te maak; of
 - (ii) 'n ander aanbeveling maak aan die rekenpligtige beampte oor hoe om voort te gaan met die betrokke verkryging.
- (2) 'n Bodtoekenningskomitee moet uit ten minste vier senior bestuurders van die munisipaliteit bestaan en moet insluit -
- (a) die hoof finansiële beampte of, indien die hoof finansiële beampte nie beskikbaar is nie, 'n ander bestuurder in die begrotings- en tesouriekantoor wat direk rapporteer aan die hoof finansiële beampte en aangewys is deur die hoof finansiële beampte;
 - (b) ten minste een senior voorsieningskanaal bestuurpraktisyn wie 'n beampte van die munisipaliteit is;
 - (c) 'n tegniese deskundige in die betrokke veld en wie ook 'n beampte is, indien sodanige kundige bestaan;
 - (d) die rekenpligtige Beampte kan 'n sekondant met dieselfde magte as die lid, tydelik aanstel ten tye van afwesigheid van lede weens siekte of verlof; en
 - (e) 'n Kworum vir die Bodtoekenningskomitee sal bestaan uit, die helfte plus een van die totale aantal lede met stemreg.
- (3) Die rekenpligtige beampte moet die voorsitter van die komitee aanwys. Indien die voorsitter afwesig is by 'n vergadering, moet die komitee lede teenwoordig een van hulle lede kies om as voorsitter op te tree.

(4) geen lid van die bodevalueringskomitee, of 'n adviseur of persoon wat die evalueringskomitee bystaan, mag 'n lid van 'n bodtoekenningskomitee wees nie.

(5) (a) Indien die bodtoekenningskomitee besluit om 'n bod toe te staan anders as die een aanbeveel deur die bodevalueringskomitee, moet die bodtoekenningskomitee sodanige ander aanbeveling, met redes, aan die rekenpligtige beampte maak nadat hy nagegaan het of die voorkeur verskaffer se munisipale erfbelastings en munisipale diensteheffings nie agterstallig is nie

(b) Die rekenpligtige beampte, moet

(i) na oorweging van die redes vir die afwyking, die aanbeveling van die bodtoekenningskomitee waarna verwys in paragraaf (a) bekragtig of verwerp; en

(ii) indien die aanbeveling van die bodtoekenningskomitee verwerp is, die aanbeveling na die bodtoekenningskomitee terugverwys heroorweging.

(6) Die rekenpligtige beampte kan te enige stadium van 'n bodproses, enige aanbeveling gemaak deur die evalueringskomitee of die toekenningskomitee, terugverwys na sodanige komitee vir heroorweging van die aanbeveling.

(7) Die rekenpligtige beampte moet binne 10 werksdae voldoen aan artikel 114 van die Wet.

Verkryging van bankdienste

30. (1) 'n Kontrak vir bankdienste -

(a) moet verkry word deur middel van mededingende botte;

(b) moet in ooreenstemming wees met artikel 7 of 85 van die Wet;

en

(c) mag nie 'n tydperk van meer as vyf jaar op 'n keer oorskry nie.

(2) Die proses vir die verkryging van 'n kontrak vir bankdienste moet ten minste nege maande voor die verstryking van 'n bestaande kontrak, 'n aanvang neem.

(3) Die sluitingsdatum vir die voorlegging van botte mag nie minder as 60 dae vanaf die datum waarop die advertensie in 'n koerant geplaas is ooreenkomstig paragraaf 22(1), geskied nie. Botte moet beperk word tot banke wat geregistreer is ingevolge die Wet op Banke, 1990 (Wet no. 94 van 1990).

Verkryging van IT-verwante goedere of dienste

31. (1) Die rekenpligtige beampte kan die Staats Inligting Tegnologie Agentskap (SITA) versoek om by te staan met die verkryging van IT-verwante goedere of dienste deur middel van 'n mededingende bodproses.

(2) Beide partye moet 'n skriftelike ooreenkoms aangaan ten einde die dienste wat gelewer word, en betalings wat gemaak word aan SITA, te reguleer.

(3) Die rekenpligtige beampte moet SITA verwittig tesame met 'n motivering van die IT behoeftes as -

- (a) die transaksie waarde van IT-verwante goedere of dienste benodig tydens enige finansiële jaar R50 miljoen (BTW ingesluit) oorskry; of
- (b) die transaksie waarde van 'n kontrak wat verkry is, hetsy vir een of meer jare, R50 miljoen (BTW ingesluit), oorskry.

(4) Indien SITA kommentaar lewer op die voorlegging en die munisipaliteit stem nie saam met sodanige kommentaar nie, moet die kommentaar en die redes vir verwerping, voorgelê word aan die raad, die Nasionale Tesourie, die betrokke provinsiale tesourie en die Ouditeur-Generaal.

Verkryging van goedere en dienste ooreenkomstig kontrakte verkry deur ander staatsliggame

32. (1) Die rekenpligtige beampte mag goedere en dienste aankoop ooreenkomstig 'n kontrak verkry deur 'n ander staatsliggaam, maar slegs indien

- (a) die staatsliggaam die kontrak verkry het deur middel van 'n mededingende bodproses van toepassing op sodanige staatsliggaam;
 - (b) daar geen rede bestaan om te glo dat sodanige kontrak nie geldig verkry is nie;
 - (c) daar wesenlike afslagte of voordele sou wees om dit so te doen; en
 - (d) die ander staatsliggame en die verskaffer ooreengekom het om sodanige verkryging skriftelik voor te lê.
- (2) Subparagraaf (1)(c) en (d) is nie van toepassing nie indien -
- (a) 'n munisipale entiteit goedere of dienste bekom deur middel van 'n kontrak verkry deur die moeder munisipaliteit; of
 - (b) 'n Munisipaliteit goedere of dienste bekom deur middel van 'n kontrak verkry deur die munisipale entiteit waarvan dit die moeder munisipaliteit is.

Verkryging van goedere wat spesiale veiligheidsmaatreëls verg

- 33.** (1) Die aankoop en berging van goedere in grootmaat (anders as water) wat spesiale veiligheidsmaatreëls verg, insluitend gasse en brandstof, moet sover moontlik vermy word.
- (2) Waar die berging van goedere in grootmaat geregverdig is, moet dit gebaseer wees op grondige redes, insluitend die totale koste van eienaarskap, koste voordele en omgewingsimpak en moet deur die rekenpligtige beampte goedgekeur word.

Trots SA Veldtog

- 34.** Die munisipaliteit ondersteun die Trots SA veldtog tot so 'n mate dat, mits alles gelyk is, voorkeur gegee word aan die verkryging van plaaslike goedere en dienste van -

- Eerstens – verskaffers en besighede binne die munisipaliteit of distrik.
- Tweedens – verskaffers en besighede binne die betrokke provinsie;
- Derdens – verskaffers en besighede binne die Republiek van Suid-Afrika

Aanstelling van konsultante

35. (1) Die rekenpligtige beampte mag konsultasiedienste verkry met dien verstande dat enige Tesourie riglyne ten opsigte van die konsultasiedienste in aggeneem is toe sodanige verkrygings aangegaan is.

(2) 'n Kontrak vir die voorsiening van konsultasiedienste moet verkry word deur mededingende botte, indien -

(a) die waarde van die kontrak vir konsultasiedienste R200 000 (BTW ingesluit) oorskry; of

(b) die termyn van die kontrak een jaar oorskry.

(3) Benewens enige vereistes voorgeskryf deur hierdie beleid ten opsigte van mededingende botte, moet bidders besonderhede verskaf van -

(a) alle konsultansiedienste verskaf aan 'n staatsliggaam oor die laaste vyf jaar; en

(b) enige soortgelyke konsultasiedienste verskaf aan 'n staatsliggaam oor die laaste vyf jaar.

(4) Die rekenpligtige beampte moet toesien dat kopiereg ten opsigte van enige dokument wat geproduseer word, en die patentregte of eienaarskap van enige toerusting, masjinerie, stelsel of proses wat ontwerp of saamgestel is deur 'n konsultant tydens die tydperk van die konsultasiediens, gesetel is in die munisipaliteit.

Afwyking en goedkeuring van geringe oortredings in die verkrygingsproses

36. (1) Die rekenpligtige beampte kan –

(a) afstand doen van die amptelike verkrygingsprosesse daargestel deur hierdie beleid ten einde enige goedere of dienste te verkry deur enige gepaste proses, wat direkte onderhandelinge mag insluit, maar slegs-

(i) tydens 'n noodgeval

- (ii) indien sodanige goedere of dienste vanaf 'n enkele verskaffer beskikbaar is of geproduseer word
 - (iii) vir die aankoop van spesiale kunswerke of historiese voorwerpe waar dit moeilik is om spesifikasies saam te stel
 - (iv) aankoop van diere vir dieretuine en/of natuur- en wildreservate; of
 - (v) in enige ander uitsonderlike geval waar dit onprakties of onmoontlik is om die amptelike verkrygingsprosesse te volg; en
- (b) enige geringe oortredings van die verkrygingsprosesse deur 'n beampte of komitee wat optree ingevolge gedelegeerde magte en pligte wat suiwer tegniese van aard is goedkeur.
- (2) Die rekenpligtige beampte moet die redes vir enige afwykings aanteken ooreenkomstig subparagrafe (1)(a) en (b) van hierdie beleid en daarvoor verslag lewer by die volgende raadsvergadering en 'n nota insluit by die jaarlikse finansiële state.
- (3) Subparagraaf (2) is nie van toepassing op die verkryging van goedere en dienste ingevolge paragraaf 11(2) van hierdie beleid nie.

Ongevraagde Botte

37. (1) Ooreenkomstig artikel 113 van die Wet is daar geen verpligting om botte, wat buite die normale bodproses ontvang is, te oorweeg nie.
- (2) Die rekenpligtige beampte kan 'n ongevraagde bod ooreenkomstig artikel 113(2) van die Wet oorweeg, maar slegs indien -
- (a) die produk of diens aangebied ingevolge die bod 'n bewese unieke of inoverende konsep is;
 - (b) die rekenpligtige beampte bevind dat grondige redes bestaan waarom die normale bodprosesse nie gevolg is nie.
 - (c) die persoon wie die bod gemaak het, die alleenverskaffer is van die produk of diens; en

- (d) daar 'n buitengewone voordeel of besondere kostebesparing vir die munisipaliteit of munisipale entiteit teweeg gebring sal word

(3) Indien die rekenpligtige beampte besluit om 'n ongevraagde bod wat voldoen aan paragraaf (2) van hierdie beleid, te oorweeg, moet die besluit in die openbaar bekend gemaak word ooreenkomstig artikel 21A van die Munisipale Stelselwet, tesame met –

- (a) redes waarom die bod nie oop moet wees vir ander bidders nie;
 - (b) 'n uiteensetting van die moontlike voordele sou die ongevraagde bod aanvaar word; en
 - (c) 'n uitnodiging aan die publiek of ander voornemende verskaffers om kommentaar te lewer binne 30 dae vanaf datum van die kennisgewing
- (4) Die rekenpligtige beampte moet alle skriftelike kommentaar ontvang ooreenkomstig subparagraaf (3) insluitend enige reaksie van die ongevraagde bidder, voorlê aan die Nasionale Tesourie en die betrokke provinsiale tesourie vir kommentaar.
- (5) Die toekenningskomitee moet die ongevraagde bod oorweeg en kan, afhangende van sy delegasies, die bod toestaan of 'n aanbeveling maak aan die rekenpligtige beampte.
- (6) 'n Vergadering van die toekenningskomitee om 'n ongevraagde bod te oorweeg, moet oop wees vir die publiek.
- (7) Wanneer die saak oorweeg word, moet die toekenningskomitee in ag neem -
- (a) enige kommentaar voorgelê deur die publiek; en
 - (b) enige skriftelike kommentaar en aanbevelings van die Nasionale Tesourie of die betrokke provinsiale tesourie.
- (8) Indien enige aanbevelings van die Nasionale Tesourie of provinsiale tesourie verwerp word of nie nagekom word nie, moet die rekenpligtige beampte redes vir die verwerping of nie-nakoming van sodanige

aanbevelings, voorlê aan die Ouditeur-Generaal, die betrokke provinsiale tesourie en die Nasionale Tesourie.

- (9) Sodanige voorlegging moet plaasvind binne sewe dae na die besluit oor die toekenning van die ongevraagde bod, maar geen kontrak wat die munisipaliteit bind tot die bod mag aangegaan of onderteken word binne 30 dae na die voorlegging nie.

Voorkoming van misbruik van die voorsieningskanaal bestuursbeleid

38. (1) Die rekenpligtige beampte moet -

- (a) Alle redelike stappe neem om misbruik van die voorsieningskanaal bestuurstelsel te voorkom;

- (b) enige bewerings teen 'n beampte of ander rolspeler ondersoek ten opsigte van bedrog, korrupsie, begunstiging, onregverdige en onreëlmatige praktyke of gebruike ten einde te voldoen aan die voorsieningskanaal bestuursbeleid, en wanneer geregverdig –

- (i) gepaste stappe neem teen sodanige beampte of ander rolspeler; of
- (ii) enige beweerde kriminele gedrag aan die Suid-Afrikaanse Polisie Dienste rapporteer.

- (c) die Nasionale Tesourie databasis nagaan voordat enige kontrak toegestaan word ten einde te verseker dat geen aanbevole bieder, of enige van sy direkteure, gelys is as 'n persoon wat nie mag handel dryf met die publieke sektor nie;

- (d) enige bod verwerp -

- (i) indien enige munisipale erfbelastings of munisipale diensteheffings verskuldig deur die bieder of enige van sy direkteure aan die munisipaliteit, of aan enige ander munisipaliteit, vir meer as drie maande agterstallig is; of
- (ii) gedurende die laaste vyf jaar nie voldoende presteer het nie ten opsigte van 'n vorige kontrak met die munisipaliteit of enige

ander staatsliggaam, nadat skriftelike kennisgewing gegee is aan sodanige bieder dat prestasie onbevredigend was;

- (e) enige aanbeveling vir die toekenning van 'n kontrak verwerp, indien die aanbevole bieder, of enige van sy direkteure, korrupsie of bedrog gepleeg het tydens die kompetering vir die betrokke kontrak;
- (f) 'n Kontrak wat toegestaan is aan 'n persoon kanselleer, indien -
 - (i) die persoon korrupsie of bedrog gepleeg het tydens die bodproses of die uitvoering van die kontrak; of
 - (ii) 'n beampte of ander rolspeler enige bedrog of korrupsie gepleeg het gedurende die bodproses of die uitvoering van die kontrak wat sodanige persoon bevoordeel het; en
- (g) die bod of bieder verwerp indien sodanige bieder of enige van sy direkteure -
 - (i) die voorsieningskanaal bestuurstelsel van die munisipaliteit misbruik het of enige onbetaamlike gedrag geopenbaar het ten opsigte van sodanige stelsel;
 - (iii) skuldig bevind is aan bedrog of korrupsie die afgelope vyf jaar;
 - (iv) met opset versuim of nalaat om te voldoen aan enige staats-, munisipale of ander openbare sektor kontrak die afgelope vyf jaar; of
 - (v) gelys is in die Register vir Tender Oortreders ingevolge artikel 29 van die Wet op die Voorkoming en Bestryding van Korrupte Aktiwiteite (No. 12 van 2004).

(2) Die rekenpligtige beampte moet die Nasionale Tesourie en relevante provinsiale tesourie skriftelik verwittig ten opsigte van enige stappe geneem ingevolge subparagrafe (1)(b)(ii), (e) of (f) van hierdie beleid.

Deel 3 : Logistiek, Wegdoen, Risiko en Prestasie Bestuur

Logistieke Bestuur

39. Die rekenpligtige beampte moet 'n doeltreffende stelsel van logistieke bestuur instel wat die volgende moet insluit -

- (a) Die monitering van spandeerpatrone ten opsigte van kapitalebates wat die kodering van items, sover prakties, insluit ten einde te verseker dat elke bate 'n unieke nommer het;
- (b) die daarstel van voorraadvlakke wat die minimum en maksimum vlakke en tye insluit wanneer goedere op voorraad geneem word.
- (c) die plasing van handgeskrewe of elektroniese bestellings vir alle aankope anders as uit die kleinkas.
- (d) voordat betaling goedgekeur word moet die verantwoordelike beampte 'n sertifikaat uitreik dat goedere en dienste ontvang is of betyds gelewer is ooreenkomstig die bestelling, die algemene voorwaardes van die kontrak en spesifikasies, waar van toepassing, en die prys gehef soos gekwoteer is onder die kontrakvoorwaardes.
- (e) behoorlike standarde van interne beheer en pakhuisbestuur ten einde te verseker dat goedere wat in magasyne geberg word, veilig is en slegs aangewend word vir die doeleindes waarvoor dit aangekoop is.
- (f) gereelde kontrole ten einde te verseker dat alle bates, insluitend amptelike voertuie, behoorlik in stand gehou word en slegs vir amptelike doeleindes aangewend word;
- (g) Monitering en oorsig van die verskaffersprestasie ten einde te verseker dat spesifikasies en kontrakvoorwaardes ten opsigte van spesifieke goedere of dienste nagekom is.

Beskikkingsbestuur

40. (1) Die kriteria vir die wegdoen of verhuring van bates, insluitend uitgediende, verouderde of oortollige bates, onderworpe aan artikels 14 en 90 van die Wet kan soos volg geskied -

- (i) oordra van die bate na 'n ander staatsliggaam ingevolge 'n voorwaarde van die Wet wat die oordra van bates magtig.
 - (ii) oordra van die bate na 'n ander staatsliggaam teen markverwante waarde of, waar toepaslik, kosteloos;
 - (iii) verkoop van die bate; of
 - (iv) vernietiging van die bate.
- (2) Die rekenpligtige beampte moet toesien dat -

(a) onroerende eiendom slegs verkoop word teen markverwante pryse behalwe waar die publieke belang of die lot van die armes dit anders sou vereis.

(b) roerende bates kan of deur middel van geskrewe pryskwotasies, 'n mededingende bodproses, veiling of teen markverwante pryse, watter ookal die mees voordeligste, verkoop word.

(c) vuurwapens nie verkoop of geskenk word aan enige persoon of instelling binne of buite die Republiek nie tensy goedgekeur deur die Nasionale Konvensionele Wapenbeheer Komitee.

(d) onroerende eiendom kan slegs verhuur word teen markverwante pryse behalwe waar die publieke belang of die lot van die armes dit anders sou vereis

(e) alle fooie, heffings, belastinge, tariewe, tarieweskaal en ander heffings wat verband hou met die verhuring van onroerende eiendom, jaarliks hersien word;

(f) waar bates verhandel word vir ander bates, die hoogste moontlike inruilprys onderhandel word.

(g) in die geval van gratis wegdoen van rekenaartoeusting, moet die provinsiale onderwysdepartement eers genader word om binne 30 dae aan te dui of enige van die plaaslike skole belangstel in die toerusting;

Risiko bestuur

41. (1) Die kriteria vir die identifisering, oorweging en vermyding van moontlike risikos in die voorsieningskanaal bestuurstelsel, is soos volg

(2) Risikobestuur moet insluit -

- (a) die identifisering van risikos op 'n geval-tot-geval basis;
- (b) die toewys van risikos aan die party wat die beste aangewese is om sodanige risikos te bestuur;
- (c) aanvaarding van die koste van die risiko waar die koste vir die oordrag van die risiko groter is as om dit te behou;
- (d) die bestuur van risikos op 'n pro-aktiewe wyse en die voorsiening van voldoende dekking vir residu risikos; en
- (e) die toewys van relatiewe risikos aan die kontraktuele partye deur middel van duidelike en ondubbelsinnige kontrak dokumentasie.

Prestasiebestuur

42. Die rekenpligtige beampte moet 'n doeltreffende interne moniteringstelsel daarstel ten einde, op 'n basis van retrospektiewe ontleding vas te stel of die gemagtigde voorsieningskanaal bestuursprosesse gevolg is en of die doelwitte van hierdie beleid bereik is.

Deel 4 : Ander sake

Verbod op toekennings aan persone wie se inkomstebelasting sake nie in orde is nie

43. (1) Geen toekenning hoër as R30 000 mag aan 'n persoon toegestaan word nie mits die Suid-Afrikaans Inkomstediens bevestig dat sodanige persoon se inkomstebelastingsake in orde is.

(2) Voordat 'n toekenning aan 'n persoon gemaak is, moet die rekenpligtige persoon eers met die Suid-Afrikaanse Inkomstediens bevestig dat sodanige persoon se inkomstebelastingsake in orde is.

(3) Indien die Suid-Afrikaanse Inkomstediens nie binne 7 dae reageer nie, kan aanvaar word dat subparagraaf (1) in orde is.

Verbod op toekennings aan persone in diens van die Staat

44. (1) Die rekenpligtige beampte moet toesien dat, ongeag of die verkrygingsproses gevolg is, geen toekenning aan enige persoon gemaak word –

- (a) wie in diens is van die staat; of
- (b) indien sodanige persoon nie 'n natuurlike persoon is nie, waarvan enige direkteur, bestuurder, hoofaandeelhouer of belanghebbende 'n persoon is in die diens van die staat; of
- (c) 'n persoon, wie 'n adviseur of konsultant is en wie gekontrakteeer is met die munisipaliteit.

Toekennings aan naby-familielede of persone in diens van die Staat

45. (1) Die rekenpligtige beampte moet toesien dat nota's by die jaarlikse finansiële state besonderhede weergee van enige toekenning meer as R2000 aan 'n persoon wie 'n gade, kind of ouer is van 'n persoon in diens van die staat, of in die diens van staat was oor die afgelope twaalf maande, insluitend –

- (a) die naam van sodanige persoon;
- (b) die kapasiteit waarin sodanige persoon in diens is van die staat; en
- (c) die bedrag van die toekenning.

Etiese standaarde

46. (1) 'n Etiese standaard kode soos voorsien in die Nasionale Tesourie se Gedragskode vir voorsieningskanaal bestuurspraktisyns en ander rolspelers betrokke in voorsieningskanaalbestuur word hiermee ingestel vir beamptes en ander rolspelers in die voorsieningskanaal bestuurstelsel van die munisipaliteit ten einde die volgende te bevorder -

- (a) wedersydse vertroue en respek; en
- (b) 'n omgewing waarbinne besigheid met integriteit en op 'n regverdig en redelike wyse kan geskied.

(2) 'n Oortreding van die Etiese Kode moet soos volg aangespreek word -

- (a) in die geval van 'n werknemer, ingevolge die dissiplinêre prosedures van die munisipaliteit ooreenkomstig artikels 57(1)(b) van die Munisipale Stelselswet.
- (b) in die geval van 'n rolspeler wie nie 'n werknemer is nie – op enige gepaste wyse ter erkenning van die erns van die oortreding.
- (c) In alle gevalle, moet finansiële wangedrag aangespreek word ooreenkomstig hoofstuk 15 van die Wet.

Aansporings, belonings, geskenke en gunste aan munisipaliteite, beamptes en ander rolspelers

47. (1) Geen persoon wat 'n verskaffer of voornemende verskaffer van goedere of dienste is of 'n ontvanger of voornemende ontvanger van goedere waarmee weggedoen word, mag indirek of deur middel van 'n verteenwoordiger of tussenganger belowe, aanbied of toestaan –

- (a) enige aansporing of beloning aan die munisipaliteit ten opsigte van die toekenning van 'n kontrak; of
- (b) enige beloning, geskenk, guns of gasvryheid aan –
 - (i) enige beampte; of

(ii) enige ander rolspeler betrokke met die implementering van die voorsieningskanaal betuursbeleid.

(2) Die veantwoordelike beampte moet enige beweerde oortreding van subparagraaf (1) rapporteer aan die Nasionale Tesourie voorlê vir oorweging of die oortreder en enige verteenwoordiger of tussenganger waardeur sodanige persoon na bewering kon opgetree het, gelys moet word in die Nasionale Tesourie se databasis van persone wie verbied word om handel te dryf met die publieke sektor.

(3) Subparagraaf (1) is nie van toepassing op geskenke van minder as R350 in waarde nie.

Borgskappe

48. Die rekenpligtige beampte moet sonder versuim enige borgskap wat belowe, aangebied of toegestaan is, hetsy direk of indirek deur 'n verteenwoordiger of tussenganger, deur enige persoon wie -

- (a) 'n Verskaffer of voornemende verskaffer van goedere of dienste is; of
- (b) 'n ontvanger of voornemende ontvanger van goedere waarmee weggedoen is of weggedoen gaan word,

aan Nasionale en Provinsiale Tesourie rapporteer.

Besware en klagtes

49. Persone wie gegrief is of stappe neem met die implementering van die voorsieningskanaal bestuurstelsel, kan 'n skriftelike klag teen die besluit of aksie binne 14 dae indien na die besluit of aksie geneem is.

Bemiddeling van dispute, besware, klagtes en navrae

50. (1) Die rekenpligtige beampte moet 'n onafhanklike en onpartydige persoon, wie nie direk betrokke is met die voorsieningskanaal bestuursprosesse, aanstel –

- (a) om hulp te verleen met die bemiddeling van dispute tussen die munisipaliteit en ander persone betreffende -
 - (i) enige besluite of stappe geneem met die implementering van die voorsieningskanaal bestuurstelsel; of

- (ii) enige saak voortspruitend uit 'n kontrak wat toegestaan is tydens die duur van die voorsieningskanaal bestuurstelsel; of
- (b) om besware, klagtes of navrae met betrekking tot enige sodanige besluite of stappe of enige sake voortspruitend uit sodanige kontrak, af te handel.
- (2) Die rekenpligtige beampte, of 'n ander beampte aangewys deur die rekenpligtige beampte, is verantwoordelik om die persoon, wie aangestel is, by te staan met die doeltreffende uitvoer van sy of haar funksies.
- (3) Die persoon wie aangestel is moet -
 - (a) daarna streef om alle dispute, besware, klagtes of navrae wat ontvang is, stiptelik af te handel.
 - (b) maandelikse verslae voorlê aan die rekenpligtige beampte ten opsigte van alle dispute, besware, klagtes of navrae wat ontvang, oorweeg en afgehandel is.
- (4) 'n Dispuut, beswaar, klagte of navrae kan verwys word na die betrokke provinsiale tesourie indien -
 - (a) die dispuut, beswaar, klagte of navrae nie binne 60 dae opgelos is nie; of
 - (b) geen reaksie ontvang is binne 60 dae nie.
- (5) Indien die provinsiale tesourie nie die saak kan beslis nie, kan die dispuut, beswaar, klagte of navrae verwys word na die Nasionale Tesourie vir beslissing.
- (6) Hierdie paragraaf moet nie vertolk word dat 'n persoon se regte om 'n hof te nader, aangetas word nie.

Kontrakte wat voorsiening maak vir vergoeding gegrond op omset

- 51.** Indien 'n diensverskaffer namens 'n munisipaliteit optree met die voorsiening van 'n diens of optree as invorderaar van fooie, diensteheffings of belastings en vergoeding betaalbaar aan die diensverskaffers vasgestel is op 'n ooreengekome persentasie van die omset vir die diens of die bedrag ingevorder, moet die kontrak tussen die diensverskaffer en die munisipaliteit stipuleer dat -

- (a) 'n Limiet ten opsigte van die vergoeding betaalbaar is aan die diensverskaffer; en
- (b) dat sodanige vergoeding prestasie gebaseer is moet wees.

Aanvang

52. BK 3683 30 NOVEMBER 2011

MUNISIPALITEIT BERGRIVIER
GEDRAGSKODE VIR VOORSIENINGSKANAAL
BESTUURSPRAKTISYNS EN ANDER ROLSPELERS

Die **doel** van hierdie Gedragskode is om wedersydse vertroue en respek te bevorder sowel as 'n omgewing te skep waar sake met integriteit en op 'n billike en redelike wyse bedryf kan word.

1. Algemene beginsels

- 1.1 Die munisipaliteit verbind homself tot 'n beleid van regverdige onderhandelinge en integriteit met die hantering van sy sake. Beampes en ander rolspelers betrokke met die voorsieningskanaal bestuur (VKB) beklee 'n vertrouensposisie wat impliseer dat hulle 'n plig het om in die openbare belang op te tree. Beampes en ander rolspelers behoort nie hulle pligte uit te voer om op 'n onwettige wyse, enige vorm van vergoeding, betaling of toegif te ontvang vanaf enige persoon, of verskaffer/kontrakteur, ten opsigte van hulleself, hulle gesin of hulle vriende.
- 1.2 Beampes en ander rolspelers betrokke met VKB, moet toesien dat hulle hulle pligte doeltreffend, effektief en met integriteit nakom ooreenkomstig die betrokke wetgewing, beleide en riglyne. Hulle moet toesien dat publieke bronne verantwoordelik bestuur word.
- 1.3 Beampes en ander rolspelers betrokke met VKB moet regverdig en onpartydig wees met die uitvoer van hulle funksies. Op geen tydstip behoort hulle onnodige voorkeurbehandeling te gee aan enige groep of individue of onbillik diskrimineer teen enige groep of individue nie. Hulle behoort nie die mag en regte wat in hulle gesetel is, te misbruik nie.

2. Botsende belange

- 2.1 'n Beampte of ander rolspeler betrokke met voorsieningskanaal bestuur –
 - (a) moet alle verskaffers en voornemende verskaffers gelyk behandel;
 - (b) mag nie sy of haar posisie gebruik vir privaat gewin of om onbehoorlik voordeel te trek uit 'n ander persoon nie;
 - (c) mag geen beloning, geskenk, guns, gasvryheid of ander voordeel direk of indirek, insluitend aan enige naby-familie lid, vennoot of assosiaat van daardie persoon wat 'n waarde van R350 oorskry, aanvaar nie;

- (d) moet besonderhede van enige beloning, geskenk, guns, gasvryheid of ander voordeel belowe, aangebied of toegestaan aan daardie persoon of aan enige naby-familielid, vennoot of assosiaat van daardie persoon, aan die rekenpligtige beampte verskaf.
- (e) Moet aan die rekenpligtige beampte besonderhede verskaf ten opsigte van enige privaat of besigheidsbelang wat daardie persoon, of enige naby-familielid, vennoot of assosiaat in enige voorgestelde verkryging of wegdoenproses of in enige toekenning van 'n kontrak deur die munisipaliteit kan hê;
- (f) Moet onmiddellik terugstaan om op enige wyse deel te hê in die verkryging of wegdoenproses of in die toekenning van 'n kontrak waarby daardie persoon of enige naby-familielid, vennoot of assosiaat enige privaat of besigheidsbelang het.
- (g) Moet enige besigheid, handels- en finansiële belang of aktiwiteite wat onderneem is vir finansiële gewin wat moontlik botsende belange tot gevolg kan hê, verklaar.
- (h) Behoort hom- of haarself nie onder enige finansiële verpligting te plaas ten opsigte van enige individue of organisasies van buite wat hulle moontlik kan beïnvloed met die uitvoer van hulle amptelike pligte nie; en
- (i) Behoort nie onbehoorlik voordeel te trek uit hulle voormalige pos nadat afstand gedoen is van die amptelike pos nie.

3 Rekenpligtigheid

- 3.1 Praktisyns is rekenpligtig verantwoordbaar vir hulle besluite en aksies teenoor die publiek.
- 3.2 Praktisyns behoort publieke eiendom met omsigtigheid te gebruik.
- 3.3 Slegs rekenpligtige beamptes en hulle afgevaardigdes het magtiging om die munisipaliteit te verbind tot enige transaksie vir die verkryging van goedere en/of dienste.
- 3.4 Alle transaksies uitgevoer deur die praktisyn moet op 'n gepaste rekenkundige stelsel aangeteken en rekenskap voor gegee word. Praktisyns mag om geen rede wat ookal enige valse of misleidende aantekeninge op die stelsel maak nie.
- 3.5 Praktisyns moet die rekenpligte beampte bystaan ten einde bedrog, korrupsie, bevoordeling en onbillike en onregverdige praktyke in die voorsieningskanaal bestuurstelsel te bestry.

- 3.6 Praktisyns moet enige beweerde onreëlmatige optrede in die voorsieningskanaal bestuurstelsel, sodra hulle daarvan bewus raak, aan die rekenpligte beampte rapporteer, insluitend –
- (j) enige beweerde bedrog, korrupsie, bevoordeling of onbillike gedrag.
 - (iii) enige beweerde oortreding van die beleid op gunswerwing, belonings, geskenke en gunste aan munisipaliteite of munisipale entiteite, beamptes of ander rolspelers en
 - (iv) enige beweerde oortreding van hierdie gedragskode.
- 3.7 Enige verklarings wat gemaak word, moet aangeteken word in 'n register wat die rekenpligtige beampte vir hierdie doel byhou. Enige verklarings gemaak deur die rekenpligtige beampte moet aan die burgemeester voorgelê word, wie moet toesien dat sodanige verklaring in die register aangeteken is.

4 Openhartigheid

- 4.1 Praktisyns moet so openhartig as moontlik wees ten opsigte van al die besluite en aksies wat hulle neem. Hulle moet die redes verskaf vir hulle besluite en inligting beperk slegs indien dit in publieke belang is om dit te doen.

5 Vertroulikheid

- 5.1 Enige inligting wat die eiendom is van die munisipaliteit of sy verskaffers moet te alle tye beskerm word. Geen inligting ten opsigte van enige bod / kontrak / bieder / kontrakteur kan bekendgemaak word indien sodanige optrede die betrokke bieder / kontrakteur se persoonlike regte aantast nie.
- 5.2 Sake van 'n vertroulike aard in die besit van beamptes en ander rolspelers betrokke met VKB, moet vertroulik gehou word tensy wetgewing, die uitvoering van plig of die bepalings van die wet dit andersins vereis. Sodanige beperkings is ook van toepassing op beamptes en ander rolspelers betrokke met VKB na skeiding van diens.

6 Bod spesifikasie / evaluering / toekenning komitees

- 6.1 Bod spesifikasie, evaluering en toekennings komitees moet namens die munisipaliteit, voorsieningskanaal bestuur op 'n eerlike, regverdige, billike, deursigtige, koste-effektiewe en verantwoordbare wyse, implementeer.

- 6.2 Bod evaluering / toekenning komitees moet op hoogte wees met en hou by die voorgeskrewe wetgewing, voorskrifte en prosedures ten opsigte van voorsieningskanaal bestuur ten einde effektief en doeltreffend te funksioneer.
- 6.3 Alle lede van die toekenning komitees moet klaring ontvang deur die rekenpligtige beampte op die vlak van 'VERTROULIK' en moet versoek word om jaarliks hulle finansiële belang te verklaar.
- 6.4 Geen persoon mag –
- 6.4.1 inmeng met die voorsieningskanaal bestuurstelsel van die munisipaliteit nie; of
- 6.4.2 enige pryskwotasie / bod wysig of mee peuter nadat dit ingehandig is nie.

7 Strydende praktyke

- 7.1 Strydende praktyke is oneties en onwettig en moet ten alle koste vermy word. Hulle sluit in – maar is nie beperk tot –
- Voorstelle vir fiktiewe laer kwotasies.
 - Verwysing na mededinging wat nie bestaan nie.
 - Uitbuit van foute in pryskwotasies / botte.
 - Werwing van pryskwotasies / botte van bidders / kontrakteurs wie se name in die Register vir Tender Oortreders verskyn.